



CITY OF LONG BEACH

C-3

DEPARTMENT OF HEALTH AND HUMAN SERVICES

2525 GRAND AVENUE • LONG BEACH, CALIFORNIA 90815 • (562) 570-4000 • FAX: (562) 570-4049

April 22, 2014

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager, or designee, to execute all necessary documents with Bowman Systems, LLC, to provide HUD-compliant ServicePoint computer software for the continuance of the Homeless Management Information System (HMIS) in an annual amount not to exceed \$80,000, for a three-year period, contingent upon annual funding renewal from HUD. (Citywide)

DISCUSSION

The Department of Health and Human Services (Health Department), as lead agent for the Continuum of Care (CoC) jurisdiction, is required to maintain a Homeless Management Information System (HMIS) as mandated by the U.S. Department of Housing and Urban Development (HUD) for all agencies funded by the Continuum of Care. This project, currently funded by a \$332,030 Continuum of Care Program (CoC) grant, is an important component for monitoring service delivery, bed capacity and programmatic outcomes, as well as for meeting HUD reporting requirements.

In 2008, a Request for Proposals (RFP) process was conducted to identify a software vendor with the experience to facilitate the continuance of a HMIS that would comply with the HUD-mandated data elements. Bowman Systems, LLC, was selected for a three-year term through 2011 at \$70,000 per year. On May 24, 2011, the City Council authorized an additional three-year term through 2014 at \$70,000 per year. The Bowman ServicePoint HMIS software has 26,375 client records and 107 user licenses within the Long Beach Continuum. Continuity with HMIS ServicePoint software is critical for Long Beach to remain competitive for future HUD and U.S. Department of Veterans Affairs funding sources that require a functional HMIS for both tracking and reporting purposes. Due to Bowman Systems' satisfactory performance, their current client record storage and broad system utilization, and the fact that there is limited funding available under the CoC grant, it is requested that the City extend the current agreement with Bowman Systems for an additional three-year term through 2017 at \$80,000 per year, subject to annual funding availability from HUD. The increase to \$80,000 per year is in anticipation of future system customization and data mitigation costs.

HONORABLE MAYOR AND CITY COUNCIL

April 22, 2014

Page 2

This matter was reviewed by Deputy City Attorney Linda Vu on March 14, 2014 and by Budget Management Officer Victoria Bell on April 4, 2014.

TIMING CONSIDERATIONS

City Council action is requested on April 22, 2014 in order to execute the contract with Bowman Systems, LLC, with a start date of August 1, 2014, which is the start date for the City contract with HUD that funds HMIS services.

FISCAL IMPACT

The annual amount of the agreement is not to exceed \$80,000, allocated for the first year of the contract, with years two and three contingent upon HUD annual renewal of funding for the HMIS grant. Sufficient funding for this program has been secured through HUD since 2003 and is currently appropriated in the Health Fund (SR 130) in the Department of Health and Human Services (HE). The contract is funded by a \$332,030 Continuum of Care HMIS grant that requires a 25 percent match from the General Fund totaling \$83,008. Sufficient funding for this match is budgeted in the General Fund (GP) in the Department of Health and Human Services (HE).

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KELLY COLOPY
DIRECTOR
HEALTH AND HUMAN SERVICES

APPROVED:



PATRICK H. WEST
CITY MANAGER