

## **C-4**

June 23, 2020

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

### RECOMMENDATION:

Adopt a Resolution authorizing the City Manager, or designee, to execute a contract with Bitfocus, Inc., of Las Vegas, NV, for providing Homeless Management Information System (HMIS), on the same terms and conditions afforded to the Regional Taskforce on the Homeless of San Diego County, in an annual amount not to exceed \$250,000, until July 31, 2021; and,

Authorize the City Manager, or designee, to execute all documents necessary to amend the current Munis contract number 31900554 with Wellsky Corporation, for providing HMIS, to increase the contract amount by \$75,000, for a not to exceed amount of \$174,000, and extend the contract an additional six months to January 31, 2021. (Citywide)

### DISCUSSION

City Council approval is requested to enter into a contract with Bitfocus, Inc. (Bitfocus), to provide Homeless Management Information System (HMIS) software to collect client-level data and data on the provision of housing and services for individuals and families experiencing homelessness.

Procurement options were investigated, and it was discovered that several other agencies had completed an open, fair, transparent, and competitive procurement process. The City of Long Beach (City) reviewed several cooperative agreement options for HMIS services negotiated by other public health agencies, including Los Angeles County, Orange County, and the City and County of San Diego. All of the Continuum of Care (CoC) neighbors selected the same vendor, Bitfocus, for superior ratings in key categories such as user experience, data sharing, import, export, performance measurement and reporting, support and customer service, and cost effectiveness. San Diego's contract was chosen by the City due to their similar size and HMIS operating procedures and requirements.

City Charter 1802 provides an alternate procurement method by permitting the City to purchase or otherwise obtain services, supplies, materials, equipment, and labor with other government agencies by purchasing under their contracts on a voluntary and selective basis when authorized by a Resolution of the City Council.

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The transition to a new HMIS vendor is a very tedious and time-consuming process. Over 90,000 records must be cleaned, mapped, and converted, and over 125 users must be trained. Implementation requires significant coordination between the City, the current vendor (Wellsky Corporation) and the new vendor (Bitfocus). In addition, the Department of Housing and Urban Development (HUD) will require data submission during the system transition period; Wellsky Corporation will be a very crucial tool in gathering the data. Therefore, a six-month extension to Munis contract 31900554 with Wellsky Corporation is requested and necessary to ensure that all HUD requirements are met.

This matter was reviewed by Deputy City Attorney Taylor M. Anderson on June 2, 2020, Deputy Finance Director Sandy Tsang-Palmer on May 29, 2020, and by Revenue Management Officer Geraldine Alejo on June 4, 2020.

#### TIMING CONSIDERATIONS

City Council action is requested on June 23, 2020, to ensure a contract is in place for a seamless system transition.


#### FISCAL IMPACT

The total annual contract amount with Bitfocus will not exceed \$250,000, and the revised total contract with Wellsky Corporation will not exceed \$174,000. Sufficient funds to support both contracts are currently budgeted in the Health Fund Group in the Health and Human Services Department, offset by CoC grant funding. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

#### SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

  
KELLY COLOPY  
DIRECTOR  
HEALTH AND HUMAN SERVICES

DB:RVA:PM

ATTACHMENT: RESOLUTION

APPROVED:

  
THOMAS B. MODICA  
CITY MANAGER

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH BITFOCUS, INC. TO PROVIDE A HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS), THROUGH THEIR CONTRACT WITH REGIONAL TASKFORCE ON THE HOMELESS OF SAN DIEGO COUNTY IN AN ANNUAL AMOUNT NOT TO EXCEED \$250,000, UNTIL JULY 31, 2021

WHEREAS, the Charter of the City of Long Beach (the "City"), Section 1802, permits the City to purchase services, supplies, materials, equipment and labor with other government agencies by purchasing under their contracts on a voluntary and selective basis when authorized by resolution; and

WHEREAS, the City desires to purchase a Homeless Information Technology System ("HMIS") to collect client-level data and data on the provision of housing and services for individuals and families experiencing homelessness and data migration services; and

WHEREAS, the Regional Taskforce on the Homeless of San Diego County has a Master Agreement of Services with Bitfocus, Inc. for the purchase of these services, Bitfocus Document ID: ZCFE8-8UGQE-QBKV4-XZQNR ("San Diego County Agreement"); and

WHEREAS, the City's participation in the San Diego County Agreement will facilitate the City's ability to purchase a HMIS to collect client-level data and data on the provision of housing and services for individuals and families experiencing homelessness, as well as provide considerable cost benefits to the City; and

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4511

1                   WHEREAS, if the City had to utilize a formal bid process rather than  
2 participate in the San Diego County Agreement considerably more funds would be  
3 required;

4                   NOW, THEREFORE, the City Council of the City of Long Beach resolves as  
5 follows:

6                   Section 1.    The above recitals are true and correct and are incorporated  
7 herein by this reference.

8                   Section 2.    The City Manager or designee is hereby authorized to enter  
9 an agreement with Bitfocus, Inc. to purchase a Homeless Management Information  
10 System (HMIS) and data migration services, of the same type and kind identified in the  
11 San Diego County Agreement except as modified by mutual agreement of the City and  
12 Bitfocus, Inc., and the purchase and services by the City shall be on the same terms and  
13 conditions afforded to the Regional Taskforce on the Homeless of San Diego County in  
14 an amount not to exceed Two-Hundred Fifty Thousand Dollars (\$250,000) including tax  
15 and shipping, until July 31, 2021.

16                  Section 3.    This resolution shall take effect immediately upon its adoption  
17 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of \_\_\_\_\_, 2020, by the following vote:

Ayes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Noes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

Absent: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

Recusal(s): Councilmembers: \_\_\_\_\_

\_\_\_\_\_

City Clerk

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