Date: May 1, 2017

From: Susan von Zabern, Director of the Department of Public Social Services (DPSS)

To: County Purchasing and the Board of Supervisors

Via: Barry J. Tantlinger, (951) 358-3293

Subject: Sole Source Procurement: Request for Homeless Management Information System Software as Service agreement and Master Services Agreement

The below information is provided in support of my Department requesting approval for a sole source.

1. Supplier being requested: Eccovia Inc.

2. Vendor ID: 0000202066


4. Alternative suppliers that can or might be able to provide supply/service and extent of market search conducted: There are at least thirty providers of HMIS that meet the U.S. Department of Housing and Urban Development’s (HUD) HMIS guidelines.

5. Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:
   In 2008, through RFP #DPARC-080, the County selected Eccovia to provide its HMIS software. The award to Eccovia for $90,000 was approved by the Board May 13, 2008 (agenda item 3.38). Subsequently, on March 29, 2011, Agenda Item 3.27, the Board authorized DPSS to extend this contract for the period of July 1, 2011 through June 30, 2012 for the amount of $66,140, with two (2) additional one-year renewal options. On July 1, 2014, Agenda Item 3.34, the Board authorized DPSS to extend the agreement through June 30, 2017. In addition to extending the agreement, DPSS re-negotiated terms and reduced costs by more than $11,000 annually.

   The County's network of homeless services providers have been trained in Eccovia's use. The County has also built applications in the system to meet the County's specific needs.

6. Reasons why my department requires these unique features and what benefit will accrue to the county:
   Transitioning to a new vendor would require additional costs for the County:
   • DPSS would need to train service providers in the new system; and
   • DPSS would most likely need to pay for parallel systems for an initial period. The last data conversion for HMIS took approximately nine (9) months to complete, due to incompatible data formatting between the old and new vendor, during which time DPSS maintained two (2) systems.

7. Period of Performance: From: July 1, 2017 to June 30, 2022
   (Five total number of years)

   Is this an annually renewable contract? ☒ No ☐ Yes
   Is this a fixed-term agreement: ☐ No ☒ Yes

Form # 116-333 rev 7/23/15
8. Identify all costs for this requested purchase:

<table>
<thead>
<tr>
<th>Description</th>
<th>FY17/18</th>
<th>FY18/19</th>
<th>FY19/20</th>
<th>FY20/21</th>
<th>FY21/22</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>One-time Costs:</td>
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<tr>
<td>Ongoing Costs:</td>
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<tr>
<td>SaaS agreement</td>
<td>$65,562</td>
<td>$67,524</td>
<td>$69,546</td>
<td>$71,628</td>
<td>$73,770</td>
<td>$348,030</td>
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<tr>
<td>Master Service Agreement</td>
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<td>$25,000</td>
<td>$25,000</td>
<td>$25,000</td>
<td>$125,000</td>
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<td>Total Costs</td>
<td>$90,562</td>
<td>$92,524</td>
<td>$94,546</td>
<td>$96,628</td>
<td>$98,770</td>
<td>$473,030</td>
</tr>
</tbody>
</table>

9. Price Reasonableness:
DPSS is purchasing 50 concurrent licenses at $109.27 per license. Eccovia's current list price is $350 per license. DPSS's pricing represents a 69% discount off list.

Services provided under the Master Services agreement will be charged at Eccovia's current market rates for professional services.

10. Projected Board of Supervisor Date (if applicable): 6/20/17
(For 11s must accompany the sole source request for Purchasing Agent approval.)

Susan von Zabern 5-5-17
Department Head Signature  Print Name  Date

Purchasing Department Comments:

Approve

Not to exceed: $90,562.00 One time Annual Amount through

Purchasing Agent  Date  Approval Number

List Attachments:

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