



## Legislation Text

---

**File #:** 17-0631, **Version:** 1

---

Health and Human Services Agency (HHS) recommending the Board:

- 1) Approve and authorize the Chair to sign Agreement for Services 458-S1710 with HAPPY Software, Inc., for the provision of software upgrade and licensing needed by the Public Housing Authority, for the term upon execution through three years, with a maximum contractual obligation of \$78,743;
- 2) Delegate authority to the HHS Director to terminate agreement 210-S1210 upon execution of agreement 458-S1710; and
- 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 458-S1710, including work orders for upgrades or customizations up to \$5,000, as well as other amendments which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

**FUNDING:** 100% Federal Funding.

**DEPARTMENT RECOMMENDATION:**

Health and Human Services Agency (HHS) is recommending the Board approve and authorize Agreement for Services 458-S1710, and delegate authority to the HHS Director to terminate current Agreement for Services 210-S1210 and any amendments thereto. HHS further recommending the Board delegate authority to the Purchasing Agent or their designee to execute further documents, including work order/requests for upgrades and customization not to exceed \$5,000 per request, and other amendments which do not increase the maximum obligation or extend the term of the Agreement.

Additionally, HHS has determined that the Contractor will provide access to proprietary software, licensing and support pursuant to this Agreement 458-S1710 which satisfies the criteria defined in Chapter 3.13, Section 3.13.030 of the County Ordinance; therefore, it is more economical and feasible to engage an independent contractor for licensing and support of the cloud-hosted software.

**DISCUSSION / BACKGROUND:**

Public Housing Authority (PHA) requires software to manage client information, appointments, renewals and reporting for the Public Housing Assistance program. Housing and Urban Development provides specifications for the software and there are a limited number of vendors who provide software in accordance with these specifications. The Public Housing Authority program staff selected the HAPPY product approximately twelve years ago, and has found the product to perform satisfactorily. At this time the software will be upgraded to a cloud-hosted system, as recommended by the Information Technologies Division, including migration of existing data. In addition this new agreement provides support services for the new platform.

As part of the decision to upgrade to the cloud-hosted system, the PHA staff reviewed alternate vendors and determined that HAPPY continues to provide the best value for PHA.

**ALTERNATIVES:**

Disapproval of Agreement for Services 458-S1710 will result in disruption of services to the

Community.

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

County Counsel, Risk Management, and Information Technologies.

**CAO RECOMMENDATION:**

It is recommended that the Board approve this item.

**FINANCIAL IMPACT:**

There is no Net County Cost associated with this Agenda item. Sufficient appropriations were included in the fiscal year 2017/2018 budget, and will be included in future budgets for the term of the Agreement

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Clerk of the Board to obtain signature of Chair on two (2) original Agreements for Services 458-S1710.
- 2) Clerk of the Board to return one (1) fully executed Agreement to the HHSA Contracts Unit at 3057 Briw Road.

**CONTACT**

Patricia Charles-Heathers, Director