



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN SERVICES AGENCY

File #: 22-507

Board Meeting Date: 6/28/2022

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Ken Cole, Director, Human Services Agency
Subject: **Measure K:** Amendment to the Agreement with Bitfocus, Inc.

RECOMMENDATION:

Measure K: Adopt a resolution authorizing an amendment to agreement with Bitfocus, Inc. to extend the term by one year for a new term of July 1, 2019 to June 30, 2023 and increase the obligation amount by \$225,502 for a new total obligation amount not to exceed \$842,548 to continue providing Clarity Human Services Homeless Management Information System services.

BACKGROUND:

The Homeless Emergency Assistance and Rapid Transition to Housing Act (HEARTH), enacted into law on May 20, 2009, requires that all communities have a Homeless Management Information System (HMIS) with the capacity to collect unduplicated counts of individuals and families experiencing homelessness.

After obtaining Board approval on June 25, 2019, by Resolution No. 076765, the County entered into an agreement with Bitfocus, Inc. to provide Clarity HMIS system services for the term of July 1, 2019 to June 30, 2022 for a total obligation amount not to exceed \$617,046.

Clarity HMIS is a secure online database used by homeless service providers and Core Service Agencies to collect client-level data, data on the provision of housing, and services provided to homeless households and/or persons at risk of homelessness. The system is used to assess client needs, track and improve services provided, and to match clients to helpful resources based on priorities and standards established by the HUD and San Mateo County's Continuum of Care (CoC).

Each Continuum of Care (CoC) is responsible for administering an HMIS software that complies with United States Department of Housing and Urban Development (HUD) and the California Interagency Council on Homelessness (Cal ICH) data collection, management and reporting requirements. The Human Services Agency (HSA) is the lead agency for the San Mateo County's CoC.

DISCUSSION:

In March of 2022, HSA issued a Request for Proposals (RFP) to identify an HMIS system provider. HSA needs time to complete the solicitation process and, if applicable, will need time to transition systems if applicable. This proposed amendment would allow for the continuation of HMIS services, as required by HUD, without a gap in service to allow HSA time to complete the solicitation process. Bitfocus, Inc. will continue to provide availability of Clarity, to include user licenses, compliance with HUD, data analysis tools, and a training site for services administered under HSA.

The amendment and resolution have been reviewed and approved by County Attorney as to form.

The resolution contains the County’s standard provisions allowing amendment of the County’s fiscal obligations by a maximum of \$25,000 (in the aggregate).

It is anticipated for FY 2022-23 that 90% of surveys will rate the system performance good or better.

PERFORMANCE MEASURE:

Measure	FY 2020-21 Actuals	FY 2021-22 Target	FY 2022-23 Target
Percentage of surveys will rate system performance as good or better	91%	90%	90%

FISCAL IMPACT:

The term of the agreement is being extended by one year for a new term of July 1, 2019 to June 30, 2023. This amendment increases the obligation amount by \$225,502 for a new total obligation amount not to exceed \$842,548. The amendment will be funded with \$80,110 in HUD HMIS grant funds, \$133,219 in **Measure K** sales and use tax revenue funds, and \$12,173 in Emergency Solutions Grant (ESG-CV) funds. There is no Net County Cost associated with this agreement. Budgetary appropriation for this agreement is included in the FY 2022-23 Recommended Budget.