



APPROVAL REQUEST FOR VOLUNTARY VENDOR COST REDUCTION INITIATIVE (VVCRI) PARTICIPATION

| | |
|---|------------|
| Date of Submission: | 05/13/2021 |
| Please submit a completed and signed copy of this form to the Voluntary Vendor Cost Reduction Initiative Team at vvcri@ceo.sccgov.org . | |

| SECTION I | |
|---------------------------------------|---|
| Contractor/Consultant: | BitFocus |
| PO or Contract Number: | 4300013330 |
| Current Contract Start Date: | 07/01/2016 |
| Current Contract End Date: | 06/30/2021 |
| Total Current Value of the Agreement: | \$1,267,900 |
| Description of Service: | Establish roles, rights, and responsibilities related to the Homeless Management Information System ("HMIS") services |

| SECTION II | |
|---|--|
| Mark appropriate box for Contract's Signature Authority | |
| <input checked="" type="radio"/> | Board of Supervisors |
| <input type="radio"/> | Director of Procurement |
| <input type="radio"/> | Delegated to Department Head or Designee |

| SECTION III | |
|---|-------------------------------------|
| Contract History | |
| Was the contract awarded through a Board Referral or an Inventory Item? | |
| <input type="radio"/> Yes | <input checked="" type="radio"/> No |

Considered: 06/22/2021

If yes, what is the Inventory Item number or Referral date and agenda item number?

If no, when and how were the goods/services originally sourced?

On June 23, 2015, the Board approved usage of Board of Supervisors Policy 5.6.5.1(D)(2)(a) Exceptions to Competitive Procurement - Single Source for BitFocus, Inc. related to HMIS services (Legislative File 75995).

What is(are) the funding source(s) for the good/services:

General Fund Only

Mixed Funding Sources

If mixed, please list the name and approximate percentage of total funding for each funding source:

Permanent Supportive Housing Fund; HUD Continuum of Care grant funds; County General Funds

Is the Agency/Department satisfied with the contractor's performance of the goods or services?

Yes

No

If no, why not?

SECTION IV

Proposed Rate Reduction

Recommended # of Months Extension:

12.0

Recommended End Date:

06/30/2022

Proposed Rate Reduction (%):

10.0%


Additional Comments:

Anticipated Cost Savings:

\$ 40,416.00

What are the impacts (positive/negative) to the Agency/Department if approved or not approved?

SECTION V

| | |
|---|--|
| User Agency/Department(s) & Budget Unit: | Office of Supportive Housing - BU 0168 |
| Requesting Agency/Department Contract Manager/Coordinator | Print Name: Gladys Cabagbag |
| | Email: gladys.cabagbag@ceo.sccgov.org |
| | Signature:  <small>703CCBAEFF6A409...</small> |

SECTION VI
Decisions and Required Steps following Decision (to be completed by VVCRI Team)

| | | | |
|----------------------------------|----------|----------------------------------|--|
| <input checked="" type="radio"/> | Approved | <input checked="" type="radio"/> | Attach to Legislative File |
| | | <input type="radio"/> | Attach to Delegation of Authority Coversheet |
| | | <input type="radio"/> | Attach to Service Agreement Checklist |
| Comments: | | | |
| <input type="radio"/> | Denied | Comments: | |

SECTION VII

Chief Procurement Officer's Signature

| | |
|--|-------------------|
|  <small>C685F692AC71492...</small> | Date 5/18/2021 |
|--|-------------------|

4300013330 - SaaS – FY21-22 w/ 10% cost reduction

| Item and Description | Billing Schedule | Max Amt |
|---|---|--------------------------|
| Ongoing Charges | | |
| 1100 Clarity Enterprise Seats <ul style="list-style-type: none"> Includes access and operation at the Enterprise level per each seat \$20.60 per seat per month | \$22,660 per month | \$271,920 |
| 70 Clarity Manager Seats <ul style="list-style-type: none"> Includes Enterprise level access and operation, with the addition of ability to customize agency preferences, including services and programs of the selected agency. \$51.50 per seat per month | \$3,605 per month | \$43,260 |
| 18 Clarity Administrator Seats <ul style="list-style-type: none"> Includes Enterprise and Manager level access and operation with the addition of System Administration management functions. | \$2,781 per month | \$33,372 |
| <ul style="list-style-type: none"> Includes 30 Hours of Advanced Technical Assistance per year. \$154.50 per seat per month | | |
| Santa Clara County Training Site License <ul style="list-style-type: none"> Clarity Training Web Site provides a Santa Clara County-specific site for training purposes and is an important part of any Clarity installation. This service provides optional ongoing training site operation, including software updates in concert with the production site. | \$515 per month | \$6,180 |
| Virtual Private Network Maintenance and Support <ul style="list-style-type: none"> Virtual Private Network (VPN) is a Clarity premium service for clients seeking a secured connection to their database for sophisticated reporting purposes. Includes 4 hours of customer support per year. | \$34.33 per month | \$412 |
| Replica Database Access and Support <ul style="list-style-type: none"> Includes a unique VPN for direct access, given at direction of the County, to a live-time replica of the SCC HMIS database | \$618 per month | \$7,416 |
| Additional Clarity Seats <ul style="list-style-type: none"> Enterprise, Manager, and Administrator seating capacity to expand utilization as system utilization | Invoiced upon activation and monthly forward. | \$41,600 |
| Total | | \$404,160 |
| <i>One-Year Disaster Relief Grant (10%)</i> | | <i>(\$40,416)</i> |
| <i>Sub-Total (Maximum Amount)</i> | | <i>\$363,744</i> |