

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

250



FROM: DEPARTMENT OF PUBLIC SOCIAL SERVICES

SUBMITTAL DATE:
May 13, 2008

SUBJECT: RECOMMEND CONTRACT AWARD TO DATA SYSTEMS INTERNATIONAL

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Evaluation Committee's recommendation to award Data Systems International to provide Homeless Management Information System (HMIS) services, in response to DPARC-080;
2. Authorize the Purchasing Agent to sign the contract between the Department of Public Social Services (DPSS) and Data Systems International to provide HMIS services, with two (2) one-year renewal options, beginning with FY 2008/2009, not to exceed the annual amount of \$90,000;
3. Authorize the Purchasing Agent to sign ministerial amendments and exercise renewal options for FY's 2009/2010 and 2010/2011; and
4. Authorize the Director of DPSS to administer the terms of the contract.

Susan Loew

Susan Loew, Director

(CONTINUED – 2 pages in total)

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 90,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 18,000	Budget Adjustment:	No
	Annual Net County Cost:	\$ 18,000	For Fiscal Year:	08/09

SOURCE OF FUNDS: 80% Federal Funds & 20% County General Funds	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Debra Courmoyer*
Debra Courmoyer

County Executive Office Signature

Dept't Recomm.: Consent Policy
 Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.:

District: All

Agenda Number:

3.38

PURCHASING & FLEET SERVICES
Robert Howdysnell
 Robert Howdysnell, Director
 Departmental Concurrence

TO: BOARD OF SUPERVISORS

DATE: May 13, 2008

**SUBJECT: RECOMMEND CONTRACT AWARD TO DATA SYSTEMS
INTERNATIONAL**

BACKGROUND:

A Homeless Management Information System is a tool that communities can use to collect ongoing data on homeless persons who use service programs. Using longitudinal data, communities can track homeless service and demand trends. These data are critical to accurately calculate the size and needs of the homeless population as well as the outcomes of specific interventions and programs. Policymakers, agency directors, homeless program consumers, and advocates require this information for service and systems planning and advocacy.

The adoption of a Homeless Management Information System is required by the federal Department of Housing and Urban Development as a condition of receiving McKinney-Vento Act funds, which is the primary source of funding for homeless related programs in the County. Riverside County has been in compliance with the mandate with its initial homegrown tracking system, I-XIST, and its current database, Service Point.

Per federal regulations, services funded by the federal government must be competitively bid every three (3) years.

On December 14, 2007, a Request for Proposal (RFP) was released to solicit vendors interested in providing HMIS services, as mandated by HUD, to Riverside County. An invitation for bid was sent to twenty-five (25) HMIS software providers across the nation; it was also advertised on the County Purchasing website. The RFP resulted in the submission of eight (8) proposals: Adsystem, Inc.; Arizona Technology Consulting; Bowman Systems, LLC; Imagitek; Data Futures; Data Systems International, Social Solutions, Commercial Programming Systems, Inc./Sparta Systems, Inc.

An Evaluation Committee of five (5) individuals thoroughly reviewed the contents of each proposal, particularly the description of services and how well the bidder responded to the RFP. The Evaluation Committee scored the proposals from a range of 0-70 based on six (6) weighted criteria: overall responsiveness (5%), description of services (30%), experience (10%), cost (40%), financial status (5%), and references (10%). The highest scoring proposals submitted were Data Systems International and Adsystem—both scoring 48. The second highest scoring proposal was Social Solutions, scoring 44.

With the scores being so close, the Evaluation Committee conducted software demonstrations, for the top three bidders, on March 3-7, 2008. Each bidder was provided an identical script, which addressed topics of: access/resources, technicality, functionality, data conversion, and reporting. Satisfied with the demonstrations, each bidder was asked to submit a Best and Final Offer (BAFO), highlighting cost.

The BAFO ranked each bidder in order of cost. Social Solutions' response was non-responsive due to not providing a revised cost analysis based on both 50 and 100 end users (as required). Both Adsystem, Inc. and Data Systems International met the

requirements of the BAFO process; however, Data Systems, International offered a three-year aggregate service total of \$201,440 in comparison to \$456,962 proposed by Adsystem, Inc.

Demonstrating a high-quality product, a more clear understanding of Riverside County's needs, a higher level of customer service, a more comprehensive approach to software upgrades, and a more cogent user interface, Data Systems International was deemed to be the most responsible and responsive bidder, as indicated through its increased scoring to 56. Adsystem, Inc. and Social Solutions were tied, at 48, for the second highest score.

Data Systems International (DSI), located in Salt Lake City, Utah, was incorporated in 1983. DSI has developed a unique development programming environment which continues to evolve with new techniques to decrease product development time. Their signature product, ClientTrack, provides the Health and Human Service Market with a platform of tools, baseline application and reporting tool features that parallel what has been available for the business world. What differentiates their platform is that previously complicated configuration can be performed by non-program oriented administrators; in addition, DSI has much practice in converting Service Point to ClientTrack—experience unique to their organization.

Therefore, it is requested that the Board approve the Evaluation Committee's recommendation to contract with Data Systems International.

PRICE REASONABLENESS:

The HMIS incumbent, Bowman Systems, LLC, offered a proposal that offered the lowest cost to the County; however, the Evaluation Committee deemed the bidder's proposal to not be the most responsive to the needs of the County.

Though not the most responsive bidder, Bowman Systems' three-year aggregate cost proposal of \$141,352 was used as the benchmark by which all other proposals were evaluated. As the incumbent, Bowman Systems' proposal did not include a dollar amount for data conversion or an implementation plan. This enabled their proposal to be the low-cost leader.

Data Systems International proposed to provide HMIS services for \$196,440, which includes server hosting, data conversion, software training, user licenses, project management for implementation, and reporting tools customization.

DSI has also proposed a quarterly claiming system (for the first contract year), rather than billing in a single lump sum. This system enables the County to receive and process the HUD Grant Agreement prior to full contract invoicing.

FINANCIAL DATA:

80% Federal Funds & 20% County General Funds

CONCUR/EXECUTE: County Purchasing

ATTACHEMENT(S):

SL: mr