



**CITY OF HOUSTON - CITY  
COUNCIL**

Meeting Date:  
10/17/2018 ALL  
Item Creation Date: 8/31/2018

HCD18-79e I & I Software Inc. - Disaster Recovery Information Management

System Agenda Item#: 11.

**Summary:**

ORDINANCE appropriating the sum of \$945,000.00 out of the Tax Increment Reinvestment Zone (TIRZ) fund and approving and authorizing a contract between the City of Houston and I&I SOFTWARE, INC for an Information Management System for the Housing and Community Development Department; providing a maximum contract amount; containing provisions relating to the subject; and declaring an emergency.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance awarding a contract to I&I Software Inc. (Contractor) in an amount not to exceed \$1,640,000.00 to design, build, maintain and support an Information Management System (IMS) to manage and track all HCDD programs, including Community Development Block Grant-Disaster Recovery (CDBG-DR) funded programs.

	Total Cost for 5 Years:	Year 1	Year 2	Year 3	Year 4	Year 5
Annual Maintenance Fee	\$ 40,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Software Licensing Fee per Applicant	\$ 300,000.00	\$ 45,000.00	\$ 60,000.00	\$ 75,000.00	\$ 75,000.00	\$ 45,000.00
Configuration and Implementation	\$ 400,000.00	\$400,000.00	\$ -	\$ -	\$ -	\$ -
Additional Support Options	\$ 800,000.00	\$400,000.00	\$200,000.00	\$100,000.00	\$ 50,000.00	\$ 50,000.00
Planned growth/ expansion:	\$ 100,000.00	\$100,000.00	\$ -			
<b>Total Cost</b>	<b>\$ 1,640,000.00</b>	<b>\$945,000.00</b>	<b>\$270,000.00</b>	<b>\$185,000.00</b>	<b>\$135,000.00</b>	<b>\$105,000.00</b>

Under the scope of this contract, the Contractor will provide Information Technology (IT) services to deploy and support the IMS, which will function as the system of record for all CDBG-DR programs immediately, with Entitlement programs added later through data migration. This contract has a three-year term with two one-year renewal options.

The IMS will be used by the City and its contractors and subcontractors to record all program information, perform financial grant management, drive work processes, track applicant progress, develop and provide milestone reporting, and satisfy all US Department of Housing and Urban Development (HUD), Texas General Land Office (GLO), and City requirements for the programs.

The IMS will be based on the Microsoft Dynamics system, and the Contractor will work with the City of Houston Information Technology Services (HITS) Department to deploy the IMS and provide support. During the initial term of the contract, the City may request additional support and customization including: data analysis and reporting support, development, technical support and additional features/software options.

This contract has been issued in accordance with City's purchase of products and services from the Contractor under the Contractor's General Services Administration (GSA) Contract #GS-35F-128CA for General Purpose Commercial Information Technology Equipment, Software, and Services and all amendments of exhibits thereto as offered by the GSA with a December 24, 2014 effective date.

Minority/Woman-owned Business Enterprise (MWBE) goals for this contract are 24% for professional services.

SUBCONTRACTOR	TYPE OF WORK	AMOUNT	%
MPACT	IT Services	\$ 393,600.00	24

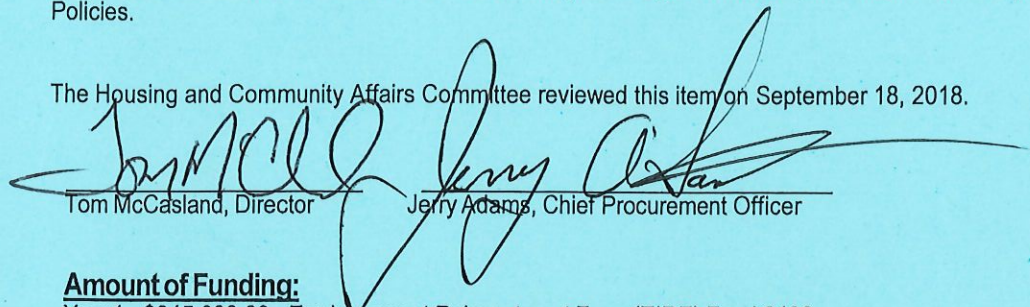
TIRZ will act as the bridge funding until the CDBG-DR funding for Hurricane Harvey arrives and GLO approves the use of funds for this activity. It is expected that TIRZ funds will be reimbursed with the exception of the portion that GLO may deem duplicative of the GLO system, which may range from \$100,000.00 to \$250,000.00.

Hire Houston First does not apply to this expenditure, because it involves the use of federal funds and is subject to specific procurement rules of the federal government.

The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the department has requested a waiver because the contract is strictly for license and support services. The Office of Business Opportunity has approved the request.

Funding for this item is included in the FY2019 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.



Tom McCasland, Director      Jerry Adams, Chief Procurement Officer

**Amount of Funding:**

Year 1 - \$945,000.00 - Tax Increment Reinvestment Zone (TIRZ) Fund 2409  
Years 2-5 - \$695,000.00 - Federal State Local Pass Through Fund 5030 [Community Development Block Grant - Disaster Recovery (CDBG-DR)] Future Grants

**Contact Information:**

Roxanne Lawson  
(832) 394-6307

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
HCD18-79 Corrected Coversheet	Signed Cover sheet
DRAFT ORD	Backup Material
Fair Campaign - Form A	Backup Material
Form B	Backup Material
Delinquent Tax Report	Backup Material
Affidavit of Ownership	Backup Material
SAP	Financial Information
Financial Backup	Financial Information
Funding Form	Financial Information
Drug Policy Attachment A	Backup Material
Drug Policy Attachment C	Backup Material
CPO Signed Coversheet	Backup Material
Approved Cooperative/Interlocal	Backup Material
CPO signoff Coversheet	Signed Cover sheet
Tax Report	Backup Material
ordinance	Ordinance/Resolution/Motion