



**TO: LINDA GORTON, MAYOR
URBAN COUNTY COUNCIL**

**FROM: CHARLIE LANTER, DIRECTOR
DIVISION OF GRANTS AND SPECIAL PROGRAMS**

DATE: SEPTEMBER 2, 2021

SUBJECT: Ratify execution of amendment to agreement for Neighborly Software used to administer the Housing Stabilization Program

Request: Council ratification of the execution of an amendment to an existing agreement with Benevate Inc., for use of Neighborly Software in the Division of Grants & Special Programs changing the pricing model from per-license to unlimited users and extending terms through March 3, 2023. Total cost not to exceed \$45,879 paid with federal grant funds.

Purpose: On September 12, 2019 (Resolution 484-2019), Council authorized execution of a contract with Benevate, Inc., for implementation of Neighborly Software in the Division of Grants and Special Programs. This software is used for program and financial administration of the division's federally funded programs. Benevate, Inc., was selected in response to Request for Proposals (RFP # 23-2019) issued in June 2019 for software for HUD Community Development Programs.

On March 11, 2021 (Resolution 130-2021), Council authorized an amendment to the agreement with Benevate to add additional functionality to serve the Housing Stabilization Program that is now being used by LFUCG and partner staff to operate the program. On July 8, 2021 (Resolution 398-2021), Council authorized an amendment adding 30 additional users to the Neighborly system to accommodate expansion of staffing.

The Housing Stabilization Program has now expanded staffing to the level that the number of users needed makes it more economical to switch to an unlimited users pricing model so that we do not continue to incur additional costs when expanding staff levels. This is paid for by administrative funds from the federal Emergency Rent Assistance Program grants and extends the contract through March 3, 2023.

What is the cost in this budget year and future budget years?

The cost for this FY is: \$45,879



The cost for future FY is: \$45,879 if necessary to renew at this level in 2023. However, the number of licenses needed at that time is likely to be fewer.

Are the funds budgeted? Yes. Funds are budgeted as follows:

FUND	DEPT ID	SECT	ACCOUNT	PROJECT	BUD REF	ACTIVITY	AMOUNT
3230	160201	0001	71299	CV_ERAP_2021	2021	FED_GRANT	\$45,879

File Number: 0894-21

Director/Commissioner: Lanter/Hamilton

