

RESOLUTION NO. _____

**AUTHORIZATION TO EXTEND CONTRACT FOR INFORMATION TECHNOLOGY
CONSULTING SERVICES**

Item No. 5b

WHEREAS, the Louisville Metro Housing Authority requires a complex and multifaceted computer network and software package to serve the needs and requirements of our staff, residents, landlords, and governing agencies; and

WHEREAS, the current software package has been in place for over 30 years and has reached the end of its useful life; and

WHEREAS, the current computer network was not designed to support the new environment of telework and web-based meeting platforms and LMHA must evaluate the network and software package and begin a search for an acceptable upgrade; and

WHEREAS, LMHA is currently under contract with MCM CPAs & Advisors to conduct the financial audit and other projects as assigned; and

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to execute a project extension to the current MCM CPAs & Advisors contract to include Information Technology Consulting Services to assist in the assessment of the current system functionalities and procurement of a replacement software package for a fee not to exceed \$70,000.

BE IT FURTHER RESOLVED, that the Executive Director is authorized to negotiate all contractual documents with MCM CPAs & Advisors on behalf of the Louisville Metro Housing Authority including any additional services that may be required.

RESOLUTION BACKGROUND STATEMENT

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I. STATEMENT OF FACTS:

The current software package, Emphasys LIB, has been in place since 1989. It is a DOS based system that is no longer functional for LMHA. The recent shift to telework has taxed our current network as staff are requiring better and faster network capability in order to complete their duties. The process of reviewing the network and upgrading the software package will be a difficult and time-consuming task.

MCM CPAs & Advisors currently conduct LMHA's financial audit, prepare tax returns and other documents for our mixed finance properties, as well as other special assignments for risk management issues for LMHA. They are familiar with our agency and our needs to serve our residents and report to HUD.

MCM's proposal includes assessing needs of our staff and residents, reviewing the current equipment and assessing the system architecture for efficiency, life expectancy, capacity and speed. Based on that evaluation they will assist in the solicitation, review and award of the new software system and make recommendations with regard to the necessary hardware and connectivity needs to run that system securely.

II. ALTERNATIVES:

- A. Authorize the award under additional services of the current contract with MCM CPAs & Advisors.
- B. Develop a new request for proposal and advertise for an Information Technology Consulting Service.

III. RECOMMENDATION:

Staff recommends Alternative A.

IV. JUSTIFICATION:

- MCM CPAs & Advisors have provided Risk Advisory Services in the past and the reports were thorough and timely.

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IV. JUSTIFICATION (cont'd):

- MCM CPAs & Advisors has a large Information Technology Consulting division that will be capable of review and recommendation as LMHA moves through the review process.
- MCM CPAs & Advisors has successfully completed thirteen prior Louisville Metro Housing Authority financial audits and provided Tax and Advisory services in the past to provide a strong level of in-house familiarity with LMHA operations.
- The CARES ACT allows for replacement of software systems to allow safe telework environment for staff and access for the families we serve.

V. BUDGET APPROVAL:

The CARES Act Funding can provide funding for this contract.

Angela Larsson, Director of Finance

Date

VI. PROCUREMENT CERTIFICATION:

The procurement of services from MCM CPAs & Advisors is in compliance with the Louisville Metro Housing Authority's procurement policies and procedures.

Steve Webb, Purchasing Agent

Date

Submitted by: Angela Larsson
 Director of Finance
 September 15, 2020