



# COMMISSIONERS COURT CONTRACT FORM

## CONTRACT SUMMARY

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Approve and authorize the County Judge to sign the Memorandum of Understanding between the County of El Paso and the El Paso Coalition for the Homeless committing a cash contribution in the amount of \$10,855.43 towards the payment for services related to the data migration and transfer of the Opportunity Center's homeless population data into the community's Homeless Management Information System. Funds are available in account GF-REENTRYSUPPORT-CONT SVC-GEN. (Contract No. 2019-0376)

### ADDITIONAL BACKGROUND:

This MOU is to establish parameters for the County to disburse \$10,855.43 in funds to the El Paso Coalition for the Homeless (Coalition) to pay for homeless population data migration and data transfer from the Opportunity's Center database application to the community's HMIS system. The Opportunity Center's database application is not compatible with the data collection application that the community at large uses to enter and collect homeless data. The Coalition is the HMIS Lead Entity for this community and has secured a vendor to perform the transfer and migration services. The total cost for the migration project is \$40,000. The City of El Paso is contributing \$29,144.57. The County was asked to contribute the remaining balance.

On May 20, 2019, the Commissioners Court approved an allocation of \$100,000 from existing budgeted Reentry services funds to support the Opportunity Center's operations and data compliance requirements. This cash contribution to the Coalition will come from the existing \$100,000 already appropriated in the May 20th Court Order. The funds will be utilized to pay the Coalition for the data migration services in an effort to collect an accurate picture of this community's homeless population. The outcome of this data migration will result in a comprehensive report to HUD that may unlock additional homeless housing funds for the El Paso community.

### FISCAL IMPACT:

Funds for this cash payment of \$10,855.43 are available from account GF-REENTRYSUPPORT-CONT SVC-GEN  
COGF-1000-0000000-431-40-40104-0467-00000-601404-

### PRIOR COURT ACTION:

May 20, 2019 item #11

### RECOMMENDATION:

**Approve and authorize the County Judge to sign the Memorandum of Understanding between the County of El Paso and the El Paso Coalition for the Homeless committing a cash contribution in the amount of \$10,855.43 towards the payment for services related to the data migration and transfer of the Opportunity Center's homeless population data into the community's Homeless Management Information System. Funds are available in account GF-REENTRYSUPPORT-CONT SVC-GEN. (Contract No. 2019-0376)**

## **BASIC CONTRACT DETAILS**

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**CONTRACT NO.:** 2019-0376

**CONTRACT TITLE:** Third-Party Data Entry / Continuum of Care (CoC) Homeless Management Information System / MOU

**SECOND PARTY:** El Paso Coalition for the Homeless

**CONTRACT TYPE:** Memorandum of Understanding

## **TERM AND BUDGET DETAILS**

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**TERM:**

**EXTENSION OPTIONS:**

**EFFECTIVE DATE:** 1/1/0001

**MOD EFFECTIVE DATE (If Applicable):** 01/01/0001

**EXPIRATION DATE:** 01/01/0001

**MOD EXPIRATION DATE (If Applicable):** 01/01/0001

**EXTENSION DEADLINE DATE (If Applicable):** 01/01/0001

**AMOUNT:** 0.00

**MOD AMOUNT (If Applicable):**

## **APPROVALS**

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### **COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

**COUNTY ATTORNEY:** Rene Flores

**LEGAL REVIEW:** Approved as to Form as Submitted

**LEGAL REVIEW NOTES (If Applicable):**

**DATE:** 8/1/2019

### **DIRECTOR/DEPARTMENT HEAD APPROVAL**

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

**DIRECTOR/DEPARTMENT HEAD/DESIGNEE:** Irene G. Valenzuela

**DEPARTMENT CONTACT:** Irene Valenzuela

**DEPARTMENT:** Community Services

**DATE:** 08/07/2019