



AGENDA STAFF REPORT

Control: 26001711

MEETING DATE: 09/29/2026
LEGAL ENTITY TAKING ACTION: Board of Supervisors
BOARD OF SUPERVISORS DISTRICT(S): All Districts
SUBMITTING AGENCY/DEPARTMENT: OC Community Resources
DEPARTMENT CONTACT PERSON(S): Dylan Wright, 714-480-2788
Julia Bidwell, 714-480-2991

SUBJECT: Amendment Two to Contract for Public Housing Agency Software System

CEO CONCUR

Concur

COUNTY COUNSEL REVIEW

Approve agreement to form

CLERK OF THE BOARD

DISCUSSION

3 Votes Board Majority

Budgeted: Yes

Current Year Cost: See Financial
Impact Section

Annual Cost: See Financial
Impact Section

Staffing Impact: No

Current Fiscal Year

Funding Source: FED: 100%

Sole Source: No

Revenue: N/A

Levine Act Review

Completed? Yes

**County Audit in Last 3
years:** No

Prior Board Action: 12/17/2024 #2; 1/25/2022 #28

RECOMMENDED ACTION(S):

Authorize the County Procurement Officer or Deputized designee to execute Amendment Number Two to Contract with MRI Software LLC for Public Housing Agency Software System to renew contract for an additional five-year term, in an amount not to exceed \$844,169, effective February 1, 2027, through January 31, 2032, for a revised cumulative total amount not to exceed, \$1,734,348.

SUMMARY:

Approval of the proposed Contract renewal with MRI Software LLC will allow the Orange County Housing Authority to continue uninterrupted operation of its mission-critical Public Housing Agency Software System which supports the administration of rental assistance for more than 12,500 households (approximately 25,000 residents) throughout Orange County.

BACKGROUND INFORMATION:

The OC Community Resources/Orange County Housing Authority (OCCR/OCHA) utilizes a cloud-based Software-as-a-Service (SaaS) Public Housing Agency Software System (PHASS) as its primary enterprise platform to administer rental assistance programs, process landlord payments, maintain participant and landlord records, perform financial management functions, and complete required HUD reporting. As a

SaaS solution, MRI Software LLC (MRI) provides hosting, maintenance, security, updates and technical support to ensure continuous access to a fully supported enterprise application.

On January 25, 2022, following a competitive Request for Proposal process by the County Procurement Officer (CPO), the Board of Supervisors (Board) approved Contract MA-012-22010839 (Contract) with MRI for PHASS (Services), effective February 1, 2022, through January 31, 2025, in an amount not to exceed \$516,056, with the option to renew for an additional two-year term.

On December 17, 2024, the Board authorized CPO to execute Amendment One to renew Contract with MRI for Services, effective February 1, 2025, through January 31, 2027, in the amount of \$374,124, for a revised cumulative total amount not to exceed \$890,179.

In 2022, OCCR/OCHA initiated a competitive solicitation to evaluate future enterprise housing software solutions. Two vendors submitted proposals; however, only MRI was able to fully meet OCCR/OCHA's operational, regulatory and technical requirements. Enterprise housing software procurements are highly specialized and require extensive implementation efforts historical data migration, testing, staff training, and transition planning to ensure continuity of operations. The previous procurement and contract negotiations required approximately two years to complete. Additional contract time is necessary to complete the competitive procurement process again and, if a different system is selected, to support the transition process to minimize the disruption of essential services.

MRI has offered discounted pricing in exchange for a five-year renewal term. The proposed pricing includes a 15 percent reduction from the current annual subscription cost for the first renewal year, with annual increases thereafter capped at three percent. These concessions will result in approximately \$149,000 in savings over the five-year renewal period compared to continuing services under current pricing. The renewal period provides long-term budget stability and represents the best overall value to the County by balancing operational continuity, risk mitigation, and negotiated cost savings.

OCCR/OCHA now requests the Board authorize CPO or Deputized designee to execute Amendment Number Two to Contract with MRI for Services to renew the Contract for an additional five-years in an amount not to exceed \$844,169, effective February 1, 2027, through January 31, 2032, for a revised cumulative total amount not to exceed \$1,734,348. Although the County generally limits contract terms to five years, OCCR/OCHA recommend this renewal due to the mission-critical nature of the PHASS platform, the limited number of enterprise housing systems available, the significant time and resources required to competitively procure and implement a replacement system and the Contractor's satisfactory performance since implementation.

OCCR/OCHA has verified there are no concerns regarding the Contractor's ownership, litigation status, or conflicts with County interests.

This contract does not currently include subcontractors or passthrough to other providers. See Attachment B, Contract Summary Form. The Orange County Preference Policy is not applicable to this contract renewal.

The Contract contains limitation of liability, indemnification language, choice of law, confidentiality and insurance requirements that deviate from the County's standard provisions. Risk Management has reviewed the provisions and found the Contract to be acceptable.

FINANCIAL IMPACT:

Appropriations for this Contract are included in OC Housing Fund 15F FY 2026-27 Budget and will be included in the budgeting process for future years.

The annual not-to-exceed amount for the Contract are as follows:

Total Software, Saas Services Year	Effective Date	Annual Payment Amount in Advance
Total Software, Saas Services – Year 6	February 1, 2027	\$159,003
Total Software, Saas Services – Year 7	February 1, 2028	\$163,773
Total Software, Saas Services – Year 8	February 1, 2029	\$168,686
Total Software, Saas Services – Year 9	February 1, 2030	\$173,747
Total Software, Saas Services – Year 10	February 1, 2031	\$178,960
	Total NTE Amount:	\$844,169

The Contract renewal includes a provision stating the Contract is subject to, and contingent upon, applicable budgetary appropriations approved by the Board for each fiscal year during the term of the Contract. If such appropriations are not approved, the Contract may be immediately terminated without penalty to the County.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A - Amendment Number Two to Contract MA-012-20010839

Attachment B - Contract Summary Form