

**RESOLUTION NO: \_\_\_\_\_**

**APPROVAL OF CONTINUED SOFTWARE SERVICES WITH EMPHASYS  
SOFTWARE COMPANY**

**Item No: 5C**

WHEREAS; the Louisville Metro Housing Authority (LMHA) converted its computer software system from Emphasys to Yardi One software during FY 2022; and

WHEREAS; the Yardi One software conversion is now complete and functioning “Live” for all LMHA data operating systems; and

WHEREAS; the current Emphasys Software Support contract expired on December 31, 2022 and subsequently restrict any further access to the Emphasys software data; and

WHEREAS; the LMHA Staff have experienced an on-going need to refer to the prior Emphasys software data to address conversion issues within the Yardi One software data; and

WHEREAS; the Emphasys Software Support Service has agreed to extend the current Emphasys software support contract for one additional year for an annual cost of \$58,800; and

NOW, THEREFORE BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that; the one-year contract extension with the Emphasys Software Support Service in the amount of \$58,800 is approved. BE IT FURTHER RESOLVED that; Lisa Osanka, Executive Director and Contracting Officer, is authorized to execute all Emphasys Software Support Service contracts on behalf of the Louisville Metro Housing Authority.

## RESOLUTION BACKGROUND STATEMENT

### APPROVAL OF CONTINUED SOFTWARE SERVICES WITH EMPHASYS SOFTWARE COMPANY

Item No: 5C

#### I. STATEMENT OF FACTS:

The Louisville Metro Housing Authority (LMHA) had intended to end its Technical Support Agreement with Emphasys Software Company to be effective 12/31/2022. As a result, Staff will no longer have access to LMHA's prior computer software data subsequent to the 12/31/2022 termination date.

LMHA converted all the prior Emphasys systems data to the new Yardi Software System beginning in April 2022 with the final Yardi system conversion completed on November 4, 2022. At the end of the November 4, 2022, Yardi conversion and systems were considered "Live" on the new Yardi software, data issues were discovered that required research with the prior Emphasys software data. In this regard, there is an on-going need to refer back to the Emphasys Software data to adequately resolve the new Yardi issues as they arise. As a result, Staff has reached out to Emphasys to request read only access to the software beyond the contract end date of 12/31/2022. Emphasys is willing to extend the use of the software with the database data for an additional period of one (1) year for a cost of \$58,800. The one-year extension would allow LMHA users to refer to the historical data that is stored in the Emphasys databases for the last 30+ years, in an effort to resolve any outstanding issues within the new Yardi Software conversion. Emphasys Software contract terms are for one-full year only.

The historical database includes the following:

- Public Housing resident demographics, financial transactions and balances
- Public Housing applicant Wait List data
- Housing Choice Voucher (HCV) resident demographics financial transactions, landlord information & financial transactions
- LMHA Agency Financial data

**RESOLUTION BACKGROUND STATEMENT**  
**APPROVAL OF CONTINUED SOFTWARE SERVICES WITH EMPHASYS**  
**SOFTWARE COMPANY**

Item No: 5C

**II. ALTERNATIVES:**

- A. Renew the current Emphasys Software Contract for a period of one year for a total cost of \$58,800.
- B. Do not renew the Emphasys Software Contract at this time.

**III. RECOMMENDATION:**

Staff recommends Alternative "A"

**IV. JUSTIFICATION:**

- A. LMHA Staff continue to rely upon the prior Emphasys Software data to correct data issues within the new Yardi Software system.
- B. The Emphasys Software Support Services will enter into service contracts for time periods of one year or greater only.

**V. BUDGET APPROVAL:**

Funding for the Emphasys Software support contract will be provided within the Authority's Capital Fund Program.

\_\_\_\_\_  
Aaron Dean, Director of Finance

\_\_\_\_\_  
Date

**RESOLUTION BACKGROUND STATEMENT**  
**APPROVAL OF CONTINUED SOFTWARE SERVICES WITH EMPHASYS**  
**SOFTWARE COMPANY**

Item No: 5C

**VI. PROCUREMENT**

The contract renewal with the Emphasys Software Support Service satisfies all the LMHA Procurement Policy Requirements.

\_\_\_\_\_  
Steve Webb, Purchasing Agent

\_\_\_\_\_  
Date

Submitted by: Cheryl Butler  
Director of Information Technology  
January 17, 2023