HOUSING AUTHORITY OF THE
CITY OF SANTA BARBARA
COMMISSION AGENDA REPORT

DATE 08-03-22

ITEM VI.1

Date: July 18, 2022

To: Housing Authority Board of Commissioners

From: Rob L. Fredericks, Executive Director/CEO

Subject: Software Service Agreement with Yardi Systems, Inc. for Housing Authority Business Management System

RECOMMENDATION

That the Housing Authority Commission and the Board of Santa Barbara Affordable Housing Group:

(1) Approve the selection of Yardi Systems, Inc. as the software vendor for the replacement of the Authority's Business Management system;

(2) Approve the procurement method as equivalent to GSA purchase based on product pricing;

(3) Authorize the Executive Director/CEO or his designee to execute a five-year contract with Yardi Systems, Inc. in the amount of $1,222,340 (plus Consumer Price Index (CPI) increases for license fees for years 2-5) for the new software system as detailed in the attached Exhibit A;

(4) Authorize the Executive Director/CEO or his designee, to expend up to an additional $50,000 for related hardware upgrades, third party consultation services for data extraction; and

(5) Appropriate funds for the contract and additional funding through allocated reserves of the Housing Choice Voucher Program, RAD PBV, Non-HUD and Santa Barbara Affordable Housing Group (SBHAG).

DISCUSSION

For the last 19 years, the Housing Authority has utilized a database by HAB, Inc. for its business management system – handling various functions of the Housing Authority's data functions for Finance, Housing Management, Resident Services and Property and Development. Although this system has adequately served the needs of the agency, it has become antiquated in both form and function for a modern business management system. Staff has found deficiencies in various user issues related to functionality, generating needed reports, accessing needed information, and interfacing the various housing programs we operate for staff level information, as well as reporting for tax credit and HUD requirements. Additionally, HAB, Inc. was acquired by another computer services firm, MRI. While a new product has been in the works for quite some time for MRI, it is our understanding that the new product is at least a year out for business

…continued on reverse

Prepared by:

Reviewed by: Adm.____Attorney____Finance____Hsg. Mgmt.____Maint.____Res.Serv.___

Board Action:

Vote:

Comments:

use. These conditions led our team to actively seek alternative systems to meet the growing needs of our agency. In addition to having system presentations by other system providers, including reviewing the planned new MRI system, our team decided to intensively review the functionality of Yardi for compatibility with our agency operations. During this process, staff was informed that Yardi systems software is available through U. S. General Services Administration (GSA) pricing. GSA Agreement purchasing is considered Cooperative Purchasing through local intergovernmental agreements as indicated in the Authority's Procurement Policy.

Goal #4 of our agency's 5-Year Action plan is to foster a culture of excellence and innovation in our work environment with an action step of maximizing the use of technology for innovation, efficiencies and increased security, which includes the action of researching software systems that better integrate various programs and meet the needs of all departments' requirements. The recommended action we are taking is in alignment with this goal and the adopted goal within our current 2023 fiscal year of:

Evaluate and select a new business management software system for the Housing Authority.

Yardi Systems is a local firm that was formed here in Santa Barbara over thirty years ago developing property management software. Since that time, Yardi has become a large, international company providing a variety of property management software services. In the realm of public housing authorities, Yardi has a large market share, contracting with over 260 nationally and 33 in California. They have built this market share on a foundation of developing software services that provide agencies with efficient software interfaces enabling landlord, applicant, vendor and resident online portals for information exchange that allows agencies to quickly and accurately process information.

Based on our knowledge of Yardi systems, as well as our knowledge of other available and somewhat comparable business management systems, staff made the decision that rather than going through a Request For Proposal (RFP) process, Yardi is essentially a sole source provider given the integrated products they have available to meet our needs. Additionally, Yardi has approved pricing based upon a Government Services Agency (GSA) contract. Under our fiscal policies, authorization for providing a sole source contract or a contract based upon GSA approved pricing and service provider is allowed as an alternative to an RFP process. Therefore, it is our recommendation that the Commission and Board approve a 5-year contract with Yardi Systems with the pricing as outlined below and in the proposal attached as Exhibit A. It is also important to note that staff has compared this pricing to other similar sized agencies with comparable configurations that recently converted to Yardi and the proposal is in alignment with those other agencies.

Standard (non-GSA)	Year 1	Year 2	Year 3	Year 4	Year 5
License Fees (CPI not included)	$179,308	181,258	$181,258	$181,258	$181,258
One-time concession	($50,000)	($10,000)	$0.00	$0.00	$0.00
Optional Add-ons:					
Maintenance IQ*	$21,250	$21,250	$21,250	$21,250	$21,250
Asset IQ*	$21,250	$21,250	$21,250	$21,250	$21,250
Yardi Document Manager*	$17,200	$17,200	$17,200	$17,200	$17,200
One Time Fees	$79,500	$0.00	$0.00	$0.00	$0.00
Total Estimate**	**$268,508**	**$230,958**	**$240,958**	**$240,958**	**$240,958**

*Optional Add-ons are included in total estimate and may or may not be selected by HACSB
** Totals do not include custom program (Year 1), or CPI (Years 2-5) or transactional fees for screening and payment processing.

In addition to the Yardi contract, staff recommends approval of an additional $50,000 for data extraction services and other unanticipated conversion costs. Funding for the Yardi contract and the additional requested funds will be through reserve allocation across various programs, including the Housing Choice Voucher Program, RAD PBV program, SBAHG properties and Non-HUD.

Exhibit A

Proposal



Yardi Voyager PHA Proposal

July 18, 2022

Yardi Systems, Inc. 430 South Fairview Avenue, Santa Barbara, California 93117
+1 (800) 866-1144 | sales@Yardi.com | Yardi.com

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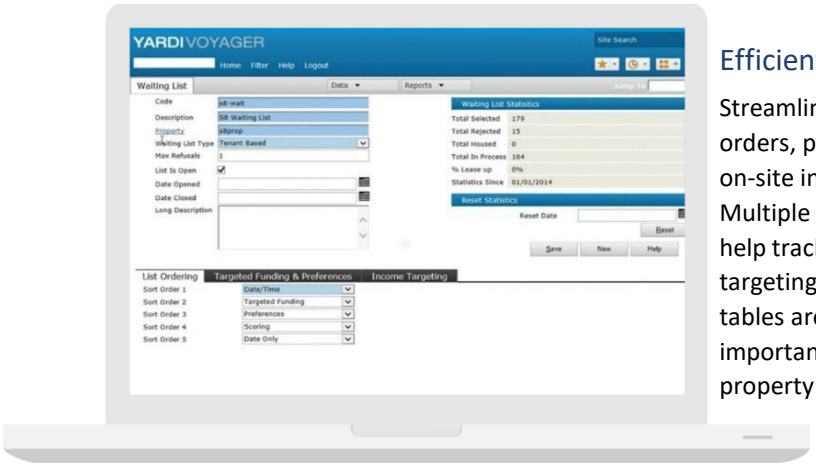
Proposed Products

Empower your team with a single, connected solution that delivers everything you need to work smarter and serve program participants better from front office to back office. Consolidate your operations on Yardi Voyager, then expand the platform with tools and services from our seamless product suite for PHAs. Products for online applications and recertifications, compliance workflows, applicant screening, payments, utility billing and management, grant management, budgeting, construction, online purchasing, and paperless invoice processing are all built seamlessly into Yardi Voyager.

1. Proposed Products

Yardi Voyager PHA

Yardi Voyager PHA is the industry's only single-stack, web-based, mobile platform. Accounting, property management, and analytics for Public Housing, Housing Choice Vouchers, RAD conversions, and affordable housing are seamlessly built into one intuitive system.



Efficient Unit & Voucher Management

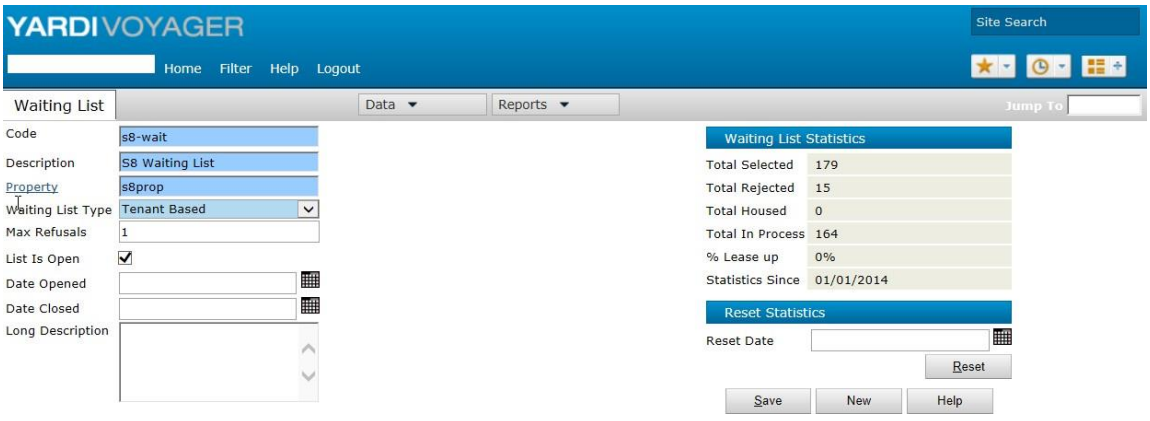
Streamlined workflows help manage work orders, process purchase orders, and oversee on-site inspections with detailed reporting. Multiple types of waiting lists are available to help track all necessary data for HUD's income targeting requirements. Custom one-to-many tables are configurable to track every important detail necessary to meet your local property management requirements.

Integrated Case Management

Employment training courses, counseling, and other case management services are recorded in the core system and linked with participant and property management data.

Waiting List Management

Configurable intake processes help your staff record all applicant information. Yardi Voyager supports multiple types of waiting lists, and you can place applicants on several lists at once. The software tracks all necessary data and produces all reports to ensure compliance with HUD's income targeting requirements.



End-to-End Participant & Landlord Management

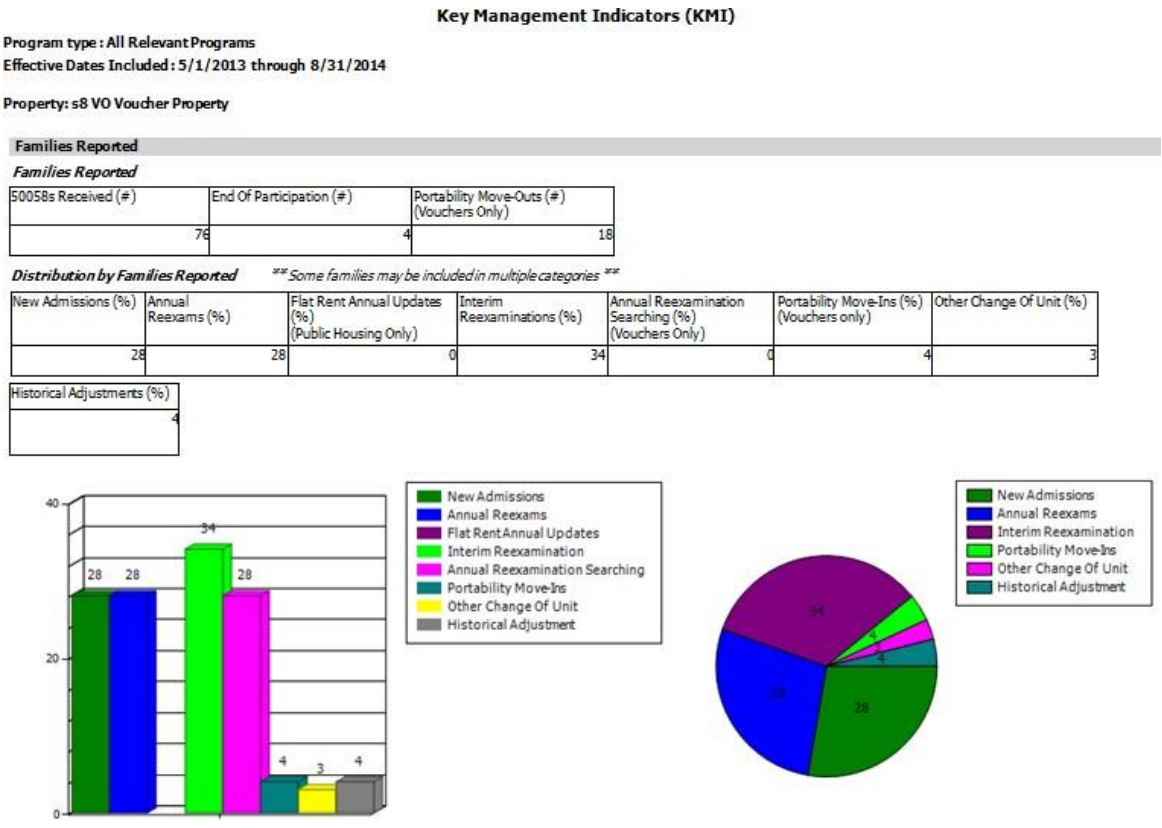
Yardi Voyager tracks interactions with participants and owners. Staff can add all documentation to create centralized prospect records, housing applications, eligibility approvals, move-out records, and more.

Comprehensive, Real-Time Reporting

Yardi Voyager produces dynamic, real-time reports to meet your HUD requirements, including:

- FDS (Financial Data Schedule)
- PHAS (Public Housing Assessment)
- VMS (Voucher Management System)
- SEMAP (Section 8 Management Assessment Program)

Reporting and audit trails give you insight into every aspect of your organization. Specialized dashboards and analytics show real-time operational, financial, and compliance information for core PHA processes and add-on services such as ScreeningWorks Pro and Yardi Utility Billing.



Key Management Indicators (KMI)

Program type : All Relevant Programs
Effective Dates Included : 5/1/2013 through 8/31/2014

Property: s8 VO Voucher Property

Families Reported

Families Reported

50058s Received (#)	End Of Participation (#)	Portability Move-Outs (#) (Vouchers Only)
76	4	18

Distribution by Families Reported *** Some families may be included in multiple categories ****

New Admissions (%)	Annual Reexams (%)	Flat Rent Annual Updates (%) (Public Housing Only)	Interim Reexaminations (%)	Annual Reexamination Searching (%) (Vouchers Only)	Portability Move-Ins (%) (Vouchers only)	Other Change Of Unit (%)
28	28	0	34	0	4	3

Historical Adjustments (%)
4

Income Targeting

The software tracks and reports on statistical income target data and status per HUD requirements.

Compliance & Administrative Management

PHAs face significant compliance and administrative responsibilities. Yardi Voyager provides all the tools you need to track required data for Public Housing, Housing Choice Vouchers, and the complete spectrum of federal, state, and local housing subsidy sources.

- **50058 Compliance.** Using the 50058 form and HUD guidelines for Public Housing and HCV, Yardi Voyager manages workflows, tracking, and reports to help you run your agency efficiently and maintain compliance. It enables MTCS/PIC transmission using rules from the technical reference guide to perform extensive, automatic pre-submission error checking, which greatly reduces 50058 PIC submission errors. Once you receive the transmission result file from PIC, our MTCS file reconciliation process offers detailed information to resolve any reported errors.
- **Resident Service Programs.** Yardi Voyager helps manage each phase of your resident service programs, including FSS, EID, and Community Service. You can use planned interview questionnaires to determine needs and goals, create assessments, generate action plans, and report progress on the 50058.

Administrative Management

Yardi Voyager helps you administer Public Housing, Housing Choice Vouchers, and RAD conversions.

- **Unit Rent Reasonableness Comparisons.** HUD requires PHAs to confirm that unit owners charge reasonable rents to HCV participants. Yardi Voyager performs rent reasonableness comparisons to help your agency meet these requirements.
- **Portability Tracking.** Portability allows families to use voucher assistance outside the original issuing PHA's jurisdiction. Yardi Voyager manages the workflow for the HUD 52665 Family Portability Information form.
- **Abatements & Tenant Holds.** You can hold all or specific payments for housing assistance, utility reimbursements, and FSS escrow credits. You can customize Yardi Voyager screens to help you manage these processes further.
- **Landlord Garnishments & Overpayments.** You can garnish the property owner for a portion or the entire HAP. Landlord overpayments are easily processed in Yardi Voyager.
- **Tenant Payment Agreements.** A tenant payment agreement (TPA) enables the resident to pay a debt to the PHA over time. Our TPA process reverses actual aged charges and adds new charges per the agreement terms. A resident can have multiple payment agreements.

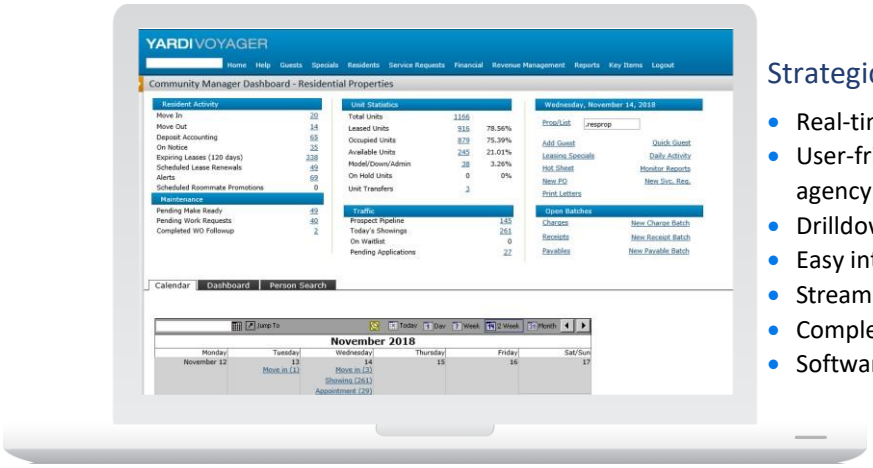
Strategic Benefits

- Real-time, mobile access through all major browsers
- The only comprehensive platform for accounting, compliance, and agency management from a sole-source vendor
- Full business solution with flexibility to add a suite of built-in Yardi products and services
- Streamlined 50058 compliance for Public Housing and HCV
- Hundreds of standard reports and custom analytics with drilldown to transaction level
- Integrated compliance and reports for HUD 50059, Tax Credit, HOME Funds, Rural Development Section 515, and RAD

Yardi Voyager Residential

Yardi Voyager is the industry's premier integrated platform for real estate management. This browser-based system combines accounting and property management information in one centralized database. Global access ensures faster processing and allows staff to run real-time reports from anywhere on demand. System-wide transparency allows site staff and supervisors to work efficiently, streamline workflows, and communicate easily across the agency.

Yardi Voyager helps you optimize control over management tasks and increase operational efficiency. Modeled on industry-standard practices, Yardi Voyager streamlines workflows with straightforward, intuitive processing of all participant information, from intake through move-out.



Strategic Benefits

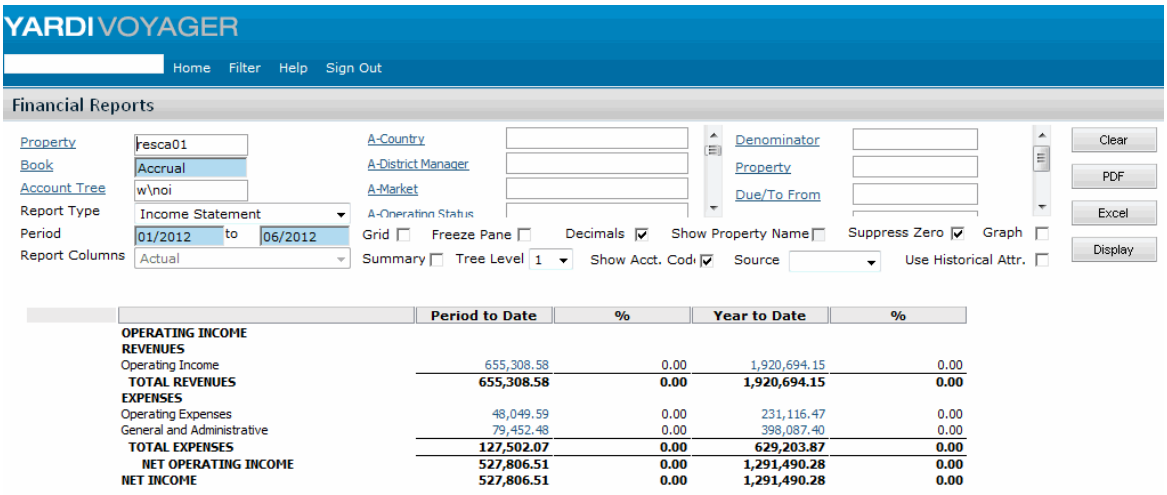
- Real-time information on demand
- User-friendly dashboards specialized for agency staff roles
- Drilldown links to underlying data
- Easy intake management
- Streamlined operations
- Complete audit trail for transparency
- Software as a Service (SaaS) deployment

Financial Management

Our comprehensive accounting platform is configurable to unique agency policies, procedures, and reporting needs to make financial management processes more efficient. Yardi Voyager meets all HUD requirements for financial management, including asset management project (AMP) reporting.

- **Accounts Receivable.** Our comprehensive receivable functionality includes resident invoicing, letters, and statements; automatic and manual payment receipting; and configurable back rent calculation. These functions integrate with the general ledger, cash receipting, and accounts payable. You can enter data in real time, post unlimited recurring charges, and manage late fees with grace periods. Yardi Voyager manages complex rent rolls, overages, and multiple checking accounts. You can generate one-time and recurring invoices, customizable rent statements, and reconciliation letters for bulk print or emailing to residents.
- **Accounts Payable.** Yardi Voyager streamlines payable processing and reduces costs by converting paper invoices into electronic transactions, virtually eliminating paper and mailing costs. Automated workflows efficiently route invoices through approvals to vendor payment.
- **General Ledger.** The powerful general ledger allows your agency to use a single chart of accounts with configurable accounting segments. The system includes cash and accrual books, and you can configure multiple additional books. Users can drill down to base transactions from high-level reports, distribute expenses across properties or entities based on predefined allocation

percentages, and apply consolidated journal entries automatically to multiple entities based on percentages or statistical data.



Property Management

When an applicant first contacts your office, intake staff completes a guest card with contact information, unit preferences, expected move-in date, and household information. A wizard-like workflow processes applicants through move-in. Guest cards remain available for returning applicants.

Upon approval, the applicant becomes a resident, and the captured guest-card data automatically populates the new resident record. The resident stage of the workflow follows participants through the duration of their tenancy. From a single location, you can process move-ins, rent receipts, lease renewals, unit maintenance, notices, move-outs, and deposit accounting.

Analytic Reporting

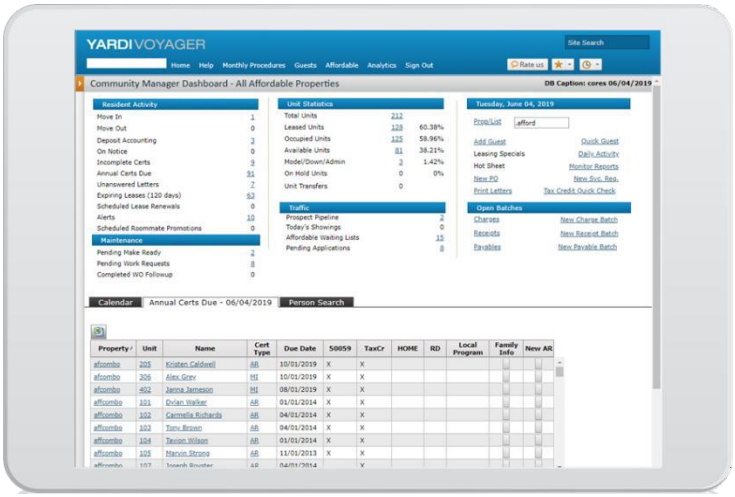
Yardi Voyager includes a powerful set of analytic reports that create visibility into your operations. You can drill down from each report screen to the underlying data, down to the individual transaction. Filtering reports by properties, timeframes, and data attributes lets you zoom in quickly on the most relevant information. Our end-to-end system architecture creates insight into work orders, utility consumption, material inventory, and more, directly from the core Yardi Voyager user interface.

Key Features

- Calendars with alerts for tasks needing attention
- Comprehensive reporting
- Automated move-in and move-out accounting
- Streamlined unit-transfer management
- Lease renewal workflow
- EFT/ACH processing

Yardi Voyager Affordable Housing

Included with Yardi Voyager PHA, Yardi Voyager Affordable Housing is an end-to-end platform for compliance, accounting, and property management for portfolios with multiple subsidy types and sources. Using one centralized database, this web-based system streamlines household qualifications and automates compliance. It includes all the tools you need to manage single- or multi-layered funding, including Low Income Housing Tax Credit, HUD Project-Based Section 50059, HOME Funds, and USDA/RHS Section 515 properties. Intuitive workflows shorten training times and raise productivity.



Compliance Features

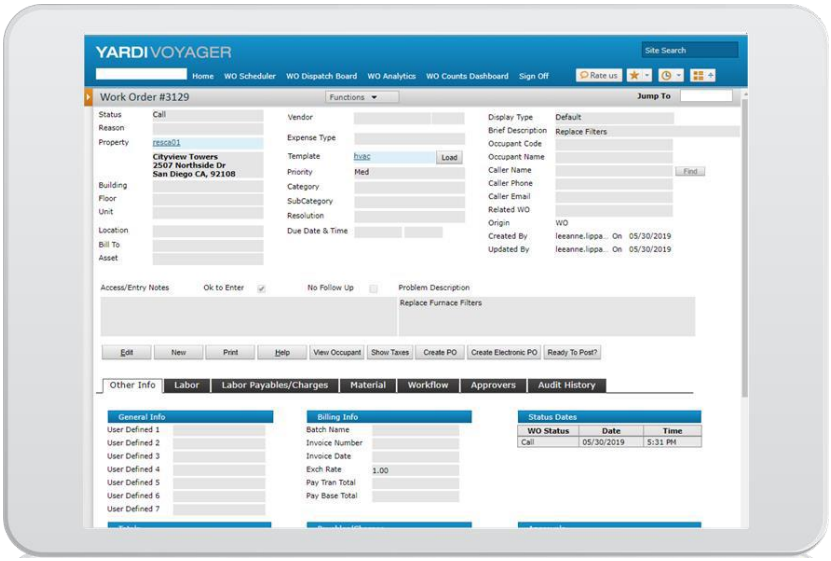
- Section 42 Low Income Housing Tax Credit (LIHTC)
- All HUD project-based 50059 contracts
- HOME funds
- Bond tracking and property/unit set-asides
- RHS Section 515 (Rural Development)

Key Features

- Quick pre-qualifying and simple step-by-step qualifying
- Combined subsidies and single data entry for multiple layers of subsidy
- Historical income limits
- 50059 baseline conversion tool
- Wizard workflow for pre-certification of applicants based on project type
- Complete certification histories for residents
- Customizable recertification letters and notices
- Dashboard summary of compliance tasks and alerts for tasks due
- Flexible, unlimited waiting lists, including HUD-required reports
- Affordable and compliance analytics and lists of daily activities
- Rent repayment agreements
- Traffic monitoring
- Complete audit trail of receipts by unit or resident
- User group-specific views and permissions
- Extensive standard reporting with drilldown to underlying data
- Custom report writing tools
- Multiple styles of resident ledgers

Yardi Maintenance

Included with Yardi Voyager PHA, Yardi Maintenance gives you the tools you need to perform and track daily maintenance for all types of real estate. It includes work order and purchase order processing, expense limits, warranty tracking, and real-time reporting. Intuitive dashboards, workflows, calendars, and alerts speed up maintenance processes and help you deliver exceptional service for tenants. With the Yardi Maintenance Mobile app, technicians can access, create, and complete work orders from the field.



Streamlined Workflow

Yardi Maintenance processes work orders systematically from initial contact through completion.

- Automatically calculate purchase and work orders; post payables and charges
- Efficiently assign and schedule work orders
- Track pending work requests, alerts, and exceptions

Smart System

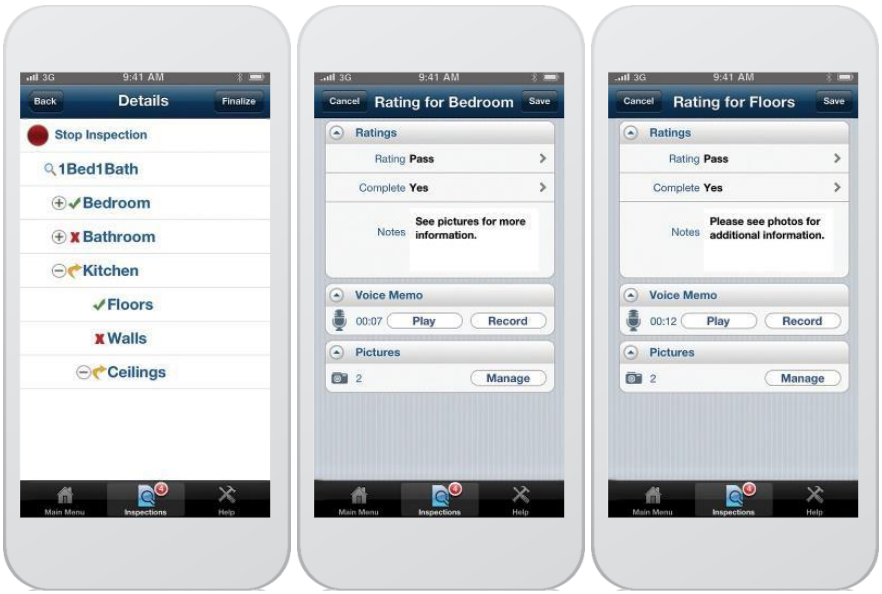
Optimize control over management tasks, streamline workflows, and maximize efficiency with our online and mobile solutions. Global access to the centralized Yardi Voyager database enables you to run up-to-the-minute reports and helps technicians process work orders faster.

Mobile Maintenance

Yardi Maintenance Mobile conveniently lets technicians in the field create, update, and close work orders from a mobile device. Updates automatically appear in Yardi Voyager. Workers can quickly sort and select work orders based on various criteria. Technicians can edit the work order status and view problem descriptions and entry notes. Color bars indicate the priority of work orders based on your Yardi Voyager settings.

Yardi Inspection

Included with Yardi Voyager PHA, Yardi Inspection is a flexible tool for scheduling and managing all types of inspections at market-rate and subsidized properties. You can easily create custom inspection templates to suit unique business needs, assign inspections based on user-defined criteria, and view detailed reports on inspection history and more.



Mobile Inspections (Add-On)

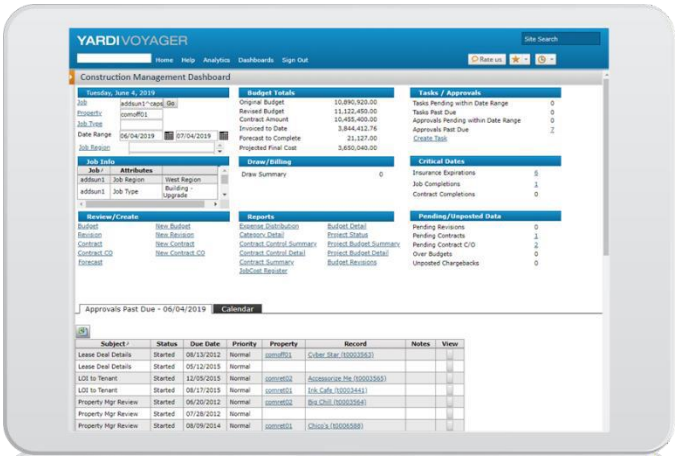
The optional Yardi Inspection Mobile augments Yardi Inspection with the ability to access and enter inspection data and capture signatures using a smartphone or tablet. Assigned inspections appear on the inspector's device instantly, and completed results update the Yardi Voyager record automatically. Yardi Inspection Mobile can operate in areas without a cellular or wireless connection and synchronize data once the connection is reestablished. The app supports Android, iPhone, and iPad.

Key Features

- Tracks inspector, inspection type, status, due date, completion time, resident/tenant, and more
- Supports inspection types such as move-in, move-out, annual inspections, due diligence, safety checks, regulatory reviews, and more
- Flexible inspection templates with multiple levels of granularity, custom ratings (e.g., pass/fail, clean/requires cleaning/replace), areas (e.g., kitchen, bedroom, bath, exterior), and elements (e.g., plumbing, refrigerator, windows, business permits), including built-in HQS and UPCS inspection templates
- Enforces custom business rules (e.g., fail unit or room inspection if a critical item does not pass)
- Supports photo and voice memo attachments for line items
- Records cost quotes and work orders created directly from the inspection screen
- Generates notification letters on inspection results and follow-up scheduling
- Reports on inspections by unit, tenant, inspector, or unit type
- Supports UPCS-V inspections

Yardi Construction & Grant Management

Included with Yardi Voyager PHA, Yardi Construction & Grant Management helps you manage all types of development, job costing, and receivables efficiently through all phases of construction. It streamlines operations and increases control over management tasks, so you can complete development projects faster and meet your budgets. You can easily track all job budgets, budget revisions, job bids, expenses, receipts, draws on construction loans, subcontracts, and more.



Strategic Benefits

- Automatic over-budget checking
- Unlimited database for all job cost records
- Drilldown report access to underlying transactions for job cost summary data
- Subcontracts link to jobs and user-defined subcategories
- Ability to select exclusive job costing vendors
- More productivity and fewer manual processes

Automated Tracking, Updates, & Charge Creation

Yardi Construction & Grant Management automatically tracks actual costs and compares them to the budget. It updates the job cost and general ledger when a transaction is entered, helping you catch all charges related to job cost transactions immediately. To bill for a specific invoice or draw, you can automatically create charge amounts based on a user-defined budget and a percentage of selected categories.

Comprehensive Reporting

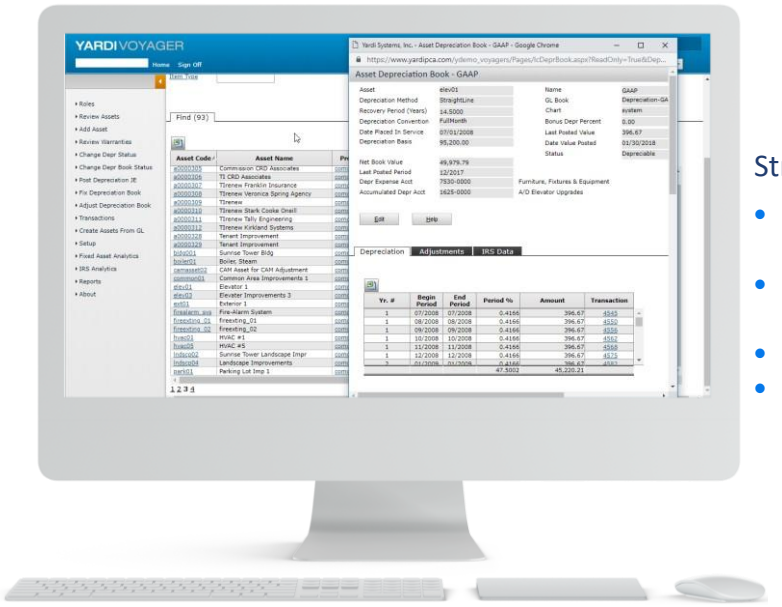
Yardi Construction & Grant Management reports on related change order budget amounts, amounts billed to date per category, and the draw budget as well as budget, revisions, and bid fields. In addition, every transaction is automatically checked for over-budget amounts.

Increased Flexibility

You can enter contracts and subcontracts for multiple jobs and properties. You can also update the job budget automatically when you enter contract amounts and changes.

Yardi Fixed Assets

Included with Yardi Voyager PHA, Yardi Fixed Assets enables you to manage assets that require different depreciation methods directly in Yardi Voyager. You can track the full depreciation history as assets age and monitor fixed assets from purchase order through purchase, use, and final disposition. Linking new assets with purchase orders creates payable invoices and journal entries.



Strategic Benefits

- Multiple depreciation methods and conventions
- Asset creation from one or more payables and journal entries
- Full depreciation history in Yardi Voyager
- Comprehensive reporting with drilldown

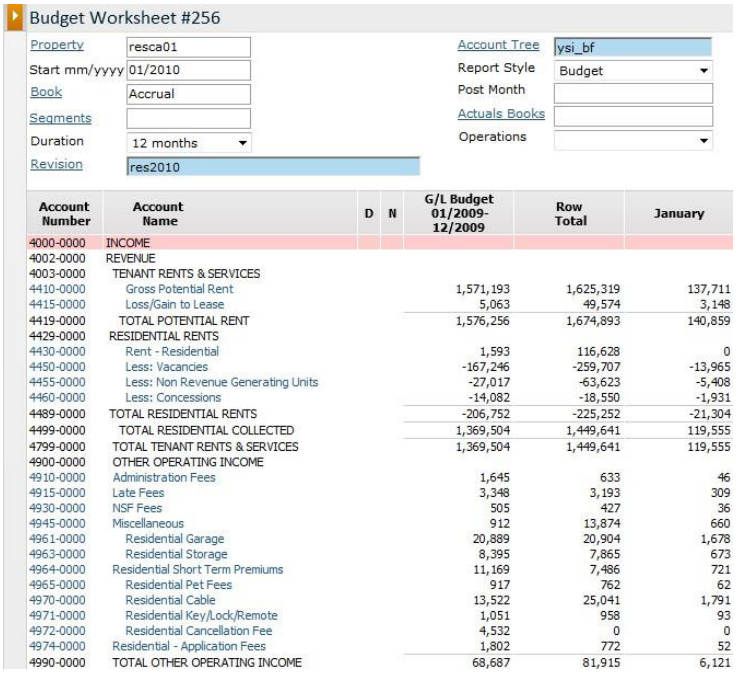
Key Features

- Integrates purchase and work order functionality to generate an asset with a unique tracking number automatically
- Leverages user-defined status options to reserve, schedule for move, move, receive, or assign an asset to intermediate stages
- Tracks asset locations with full history, such as in service, in storage, on a truck, or a user-defined location
- Enables users to build assets from a collection of journal entries and payables (such as a software implementation project)
- Calculates depreciation in a variety of ways, including placing on hold (for example when selling a property) and performing catch-up depreciation
- Reconciles actual fixed assets periodically with the quantities showing in the system
- Automates asset dispositions and the resulting journals

Yardi Budgeting & Forecasting

Yardi Budgeting & Forecasting supports detailed analyses and comparisons of future income and expenses for your residential properties. It streamlines budget preparation and provides unmatched flexibility by letting you create custom models and formulas, so you can base your budget forecasts on criteria specific to your needs. Yardi Budgeting & Forecasting helps you to work more efficiently by increasing the accuracy of your portfolio budget projections.

Yardi Budgeting & Forecasting accurately projects revenue and expenses using data from actual leases. Budget worksheets make it easy to analyze and compare assumptions and scenarios. You can project future revenue from rent increases, recoveries, and lease rollover assumptions. In addition, you can apply market leasing assumptions and rent or charge escalations to your forecasts, import budget amounts from general ledger accounts or existing budgets, and clarify budget amounts and variances with comprehensive narrative-and-detail reporting.



Budget Worksheet #256

Property	resca01	Account Tree	ysi_bf
Start mm/yyyy	01/2010	Report Style	Budget
Book	Accrual	Post Month	
Segments		Actuals Books	
Duration	12 months	Operations	
Revision	res2010		

Account Number	Account Name	D	N	G/L Budget 01/2009-12/2009	Row Total	January
4000-0000	INCOME					
4002-0000	REVENUE					
4003-0000	TENANT RENTS & SERVICES					
4410-0000	Gross Potential Rent			1,571,193	1,625,319	137,711
4415-0000	Loss/Gain to Lease			5,063	49,574	3,148
4419-0000	TOTAL POTENTIAL RENT			1,576,256	1,674,893	140,859
4429-0000	RESIDENTIAL RENTS					
4430-0000	Rent - Residential			1,593	116,628	0
4450-0000	Less: Vacancies			-167,246	-259,707	-13,965
4455-0000	Less: Non Revenue Generating Units			-27,017	-63,623	-5,408
4460-0000	Less: Concessions			-14,082	-18,550	-1,931
4489-0000	TOTAL RESIDENTIAL RENTS			-206,752	-225,252	-21,304
4499-0000	TOTAL RESIDENTIAL COLLECTED			1,369,504	1,449,641	119,555
4799-0000	TOTAL TENANT RENTS & SERVICES			1,369,504	1,449,641	119,555
4900-0000	OTHER OPERATING INCOME					
4910-0000	Administration Fees			1,645	633	46
4915-0000	Late Fees			3,348	3,193	309
4930-0000	NSF Fees			505	427	36
4945-0000	Miscellaneous			912	13,874	660
4961-0000	Residential Garage			20,889	20,904	1,678
4963-0000	Residential Storage			8,395	7,865	673
4964-0000	Residential Short Term Premiums			11,169	7,486	721
4965-0000	Residential Pet Fees			917	762	62
4970-0000	Residential Cable			13,522	25,041	1,791
4971-0000	Residential Key/Lock/Remote			1,051	958	93
4972-0000	Residential Cancellation Fee			4,532	0	0
4974-0000	Residential - Application Fees			1,802	772	52
4990-0000	TOTAL OTHER OPERATING INCOME			68,687	81,915	6,121

Strategic Benefits

- Accurate revenue projections based on defined leases and rollover assumptions
- Unlimited budget revisions with ability to copy and combine budgets
- Collaborative budget operations
- Advanced integrated security features

Key Features

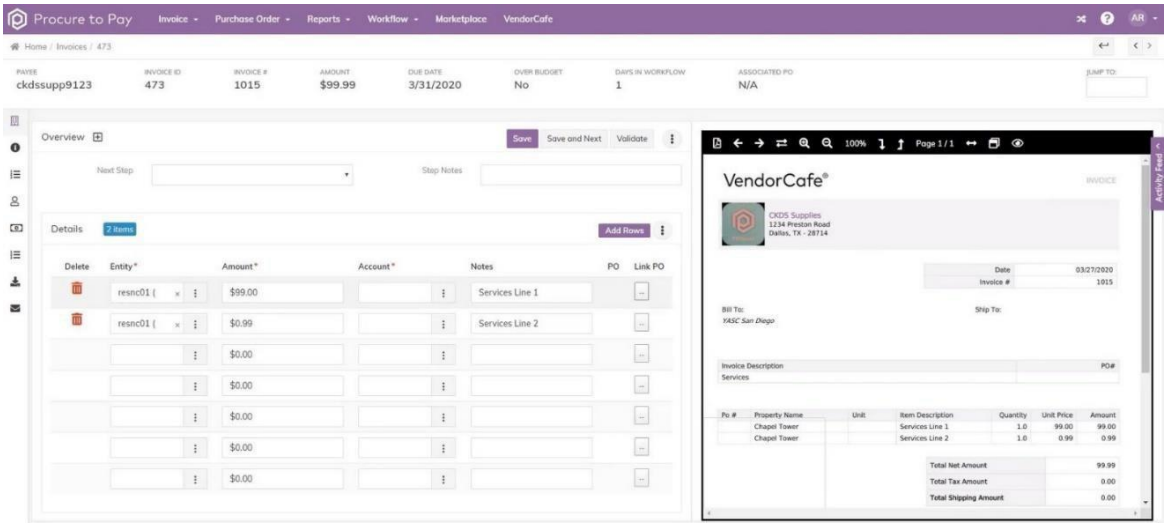
- Applies custom formulas, budget assumptions, and market leasing assumptions to create and run advanced budget models for various financial forecasts and projections
- Exports budget data to Microsoft Excel
- Documents comments, variances, and action items using budget details and narratives
- Uses advanced variance analysis to identify amounts that exceed specified budgeting thresholds
- Enables zero- and task-based budgeting
- Generates a wide variety of budget-to-actual comparative reports
- Controls general ledger account access to budget worksheets
- Includes advanced budget security functions to lock worksheets and hide accounts from unauthorized users

Yardi Procure to Pay

Yardi Procure to Pay is a centralized, end-to-end platform for accounts payable, procurement, and vendor management built into Yardi Voyager. It includes seamless purchase order creation, real-time budget checking, dynamic approval workflows, electronic invoice processing and payment, and secure vendor payments. Powerful analytics support continuous process improvement.

Eliminate Paper

With Yardi PayScan, scanned paper invoices are instantly matched with purchase orders and sent through customizable approval workflows that match your approval procedures. Lines are compared against price, SKU, and quantity to ensure the resulting payable maps correctly to the purchase order. Your vendors, customers, banks, and employees handle less paper, which reduces the associated costs and labor. Electronic invoices can be approved from anywhere based on user security settings, including from your mobile device with Yardi PayScan Mobile.



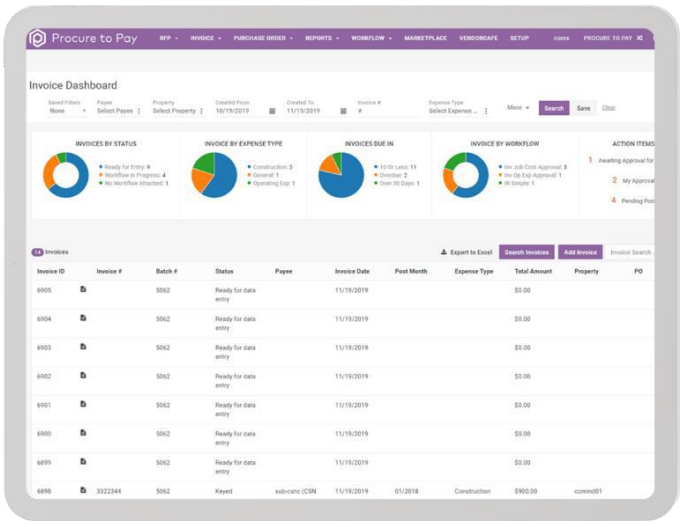
Control Spend

Yardi Marketplace is a one-stop platform for sourcing, purchasing, invoicing, and payment that optimizes spend management. A comprehensive, competitively priced online catalog streamlines procurement processes with more than a million products and in-store purchase programs with partners such as The Home Depot and Grainger. You can easily define and import catalogs, access favorite product lists, purchase items, and automatically generate purchase orders. Approving and standardizing pricing across your portfolio maximizes your control, and real-time budget checks eliminate overspending.

Manage Vendors

Included with Yardi Procure to Pay and integrated with Yardi Voyager, VendorCafe is an easy-to-use vendor portal that dramatically reduces paper invoices and streamlines communication with product and service vendors. By centralizing vendor information in a single system of record, you gain a 360-degree view of your vendors and property associations. You can define your onboarding process to assess risk proactively and ensure only approved vendors are added to your accounting system. Vendors can easily

register and upload insurance certificates and other required information. Approved vendors can upload invoices and monitor their status online, which reduces follow-up emails and calls.





Vendor Compliance

VendorShield reduces reputational risk and frees up valuable resources by automating vendor screening. Reliable, real-time vendor compliance monitoring promotes a supportive environment for your residents and tenants. You create custom rules to ensure your suppliers meet your requirements for insurance coverage, professional licenses, background checks and more. Our automated process searches government watch lists as well as national and local business verification and credentialing data, and our experienced compliance team collects and audits insurance data. Once approved, vendors are ready to work and submit invoices; regular auditing ensures ongoing credential and insurance compliance.

Full-Service Convenience

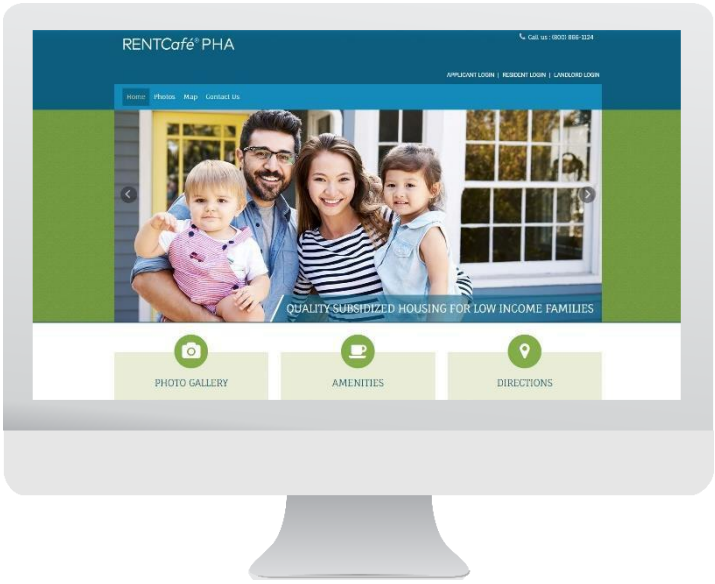
You can further reduce costs and increase efficiency with Yardi PayScan Full Service. We open a dedicated, secure PO box and email addresses for your organization. Your vendors submit invoices on paper or by email, and we scan them and enter the data for you. The invoices appear in Yardi Voyager as invoice registers, ready for you to review, approve, and process as payables.

Bill Pay

Yardi Bill Pay makes it easy to pay your vendors. We pull approved payments from your Yardi Voyager database daily, transmit files to your banking network, and confirm payment. Yardi Bill Pay works seamlessly with your approval workflows, so you retain full control and oversight. Payment options include ACH, check, credit card, and virtual credit card. With our virtual card, you pay no transaction fees and receive a rebate on every transaction, while your vendors benefit from faster, frictionless payments.

RentCafe PHA

PHAs can simplify and expedite housing applications with RentCafe PHA, a compliance and eligibility portal that replaces paper forms and applications. It includes convenient features such as family profile management, data review, and newsletters. Seamless integration with Yardi Voyager PHA eliminates the need to re-enter client information once the applicant becomes a resident.

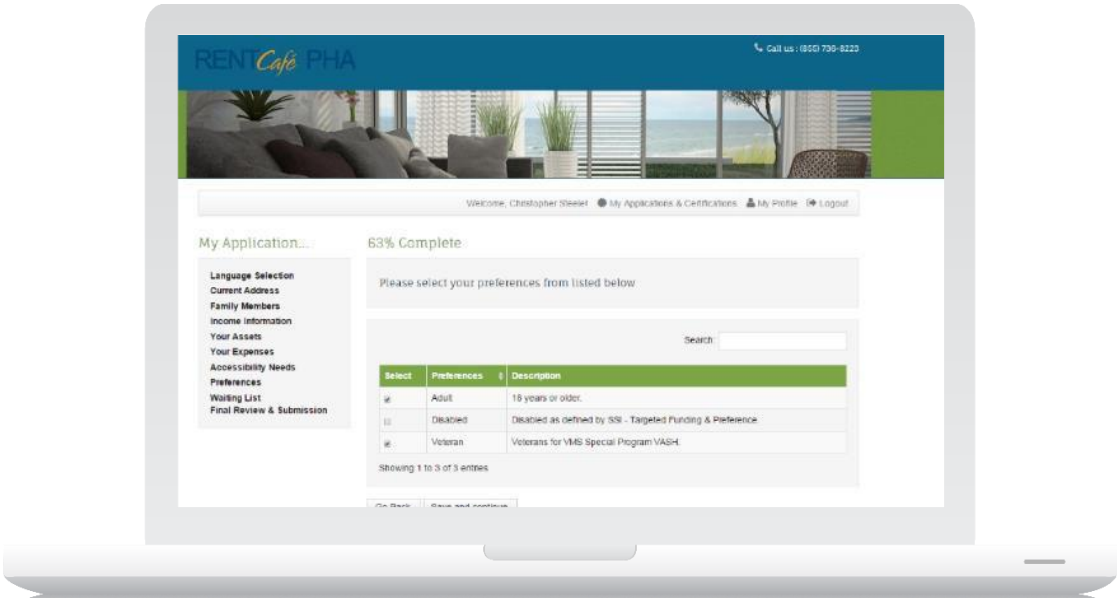


Key Features

- Compliance tracking for HUD 50058 programs
- Online applications for multiple public housing waiting lists integrated with Yardi Voyager
- Self-service access 24/7, reducing phone calls from applicants, residents, and landlords
- Online payments, maintenance requests, annual rent reviews, and recertifications
- HCV landlord/owner access to reduce time-consuming phone calls about payments and other account information
- Customizable layouts, links, and pictures

Online Application & Applicant Portal

RentCafe PHA can replace paper-based applications with web-based workflows that can be configured to your agency's requirements. Built-in system checks ensure applicants complete all required steps in the process, so your staff spends less time following up on incomplete applications and can screen applicants for eligibility more quickly.



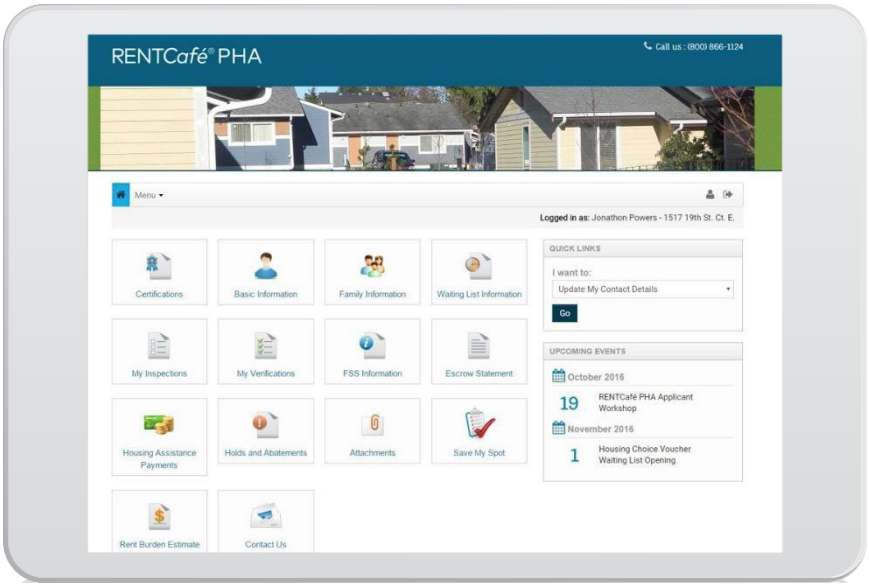
Electronic applications also eliminate costly and potentially unsafe physical file storage. Applicants can update their contact information, download forms, and review their waiting list position, family details, and assets. They can complete and sign their intake certifications online.

Save My Spot

The unique Save My Spot feature lets your staff spend fewer hours maintaining waiting lists. Applicants receive automated notifications and simply click a link to keep their spot or remove themselves from the waiting lists. This keeps your waiting lists current and eliminates the need to print, mail, and process participant forms manually.

Resident/Participant Portal

Our resident portal enables program participants to update their contact information, submit service requests, check the status of PHA verifications, and download forms. They can review inspections, family details, and FSS.



Online Certifications

HUD's 2015 Administrative Fee Study (huduser.gov/portal/hcvfeestudy.html) reports that PHAs spend an average of $226 per annual household recertification for Housing Choice Vouchers, including staff time, materials, postage, etc. Online certifications via RentCafe PHA are a self-service tool for applicants and participants completing intake certification, recertification, and interim workflows. They can upload documents via smartphones, tablets, or computers and sign electronically. Your applicants and participants gain more flexibility, and your agency saves on materials and staff effort for certification interviews and document handling.

Secure, Convenient Access

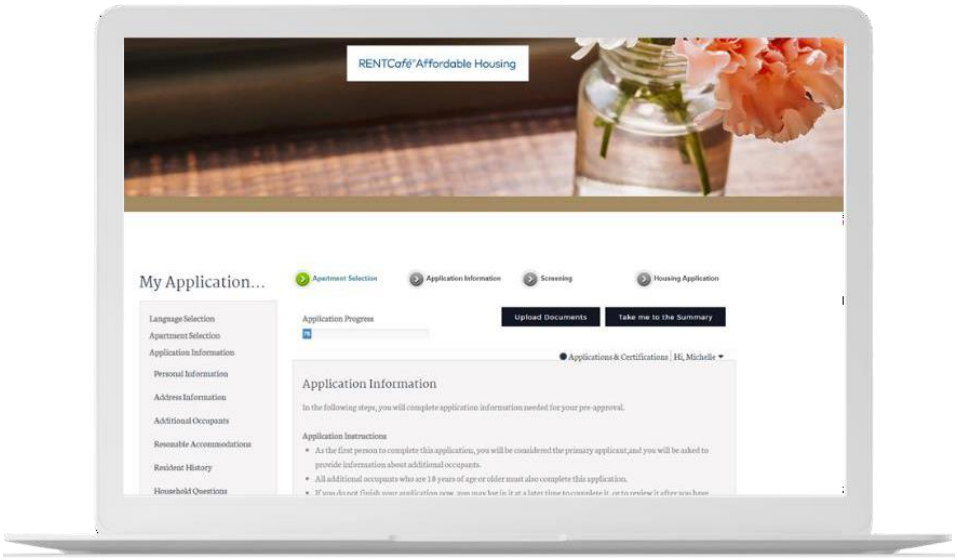
Whether participants access RentCafe PHA at a kiosk in your office or from their home, their personal information is always protected. Comprehensive security includes encryption of all data transmittals.

Landlord Portal

The RentCafe PHA landlord portal supports your landlord recruitment and retention efforts by offering 24-hour access comparable to private management companies. Landlords and owners can quickly access their profile information, caseworker, and ledgers. They can review scheduled and completed inspections, update unit details, and set up direct payments. Electronic attachments, forms, newsletters, and messages help you stay connected with landlords and keep information current.

Affordable Housing

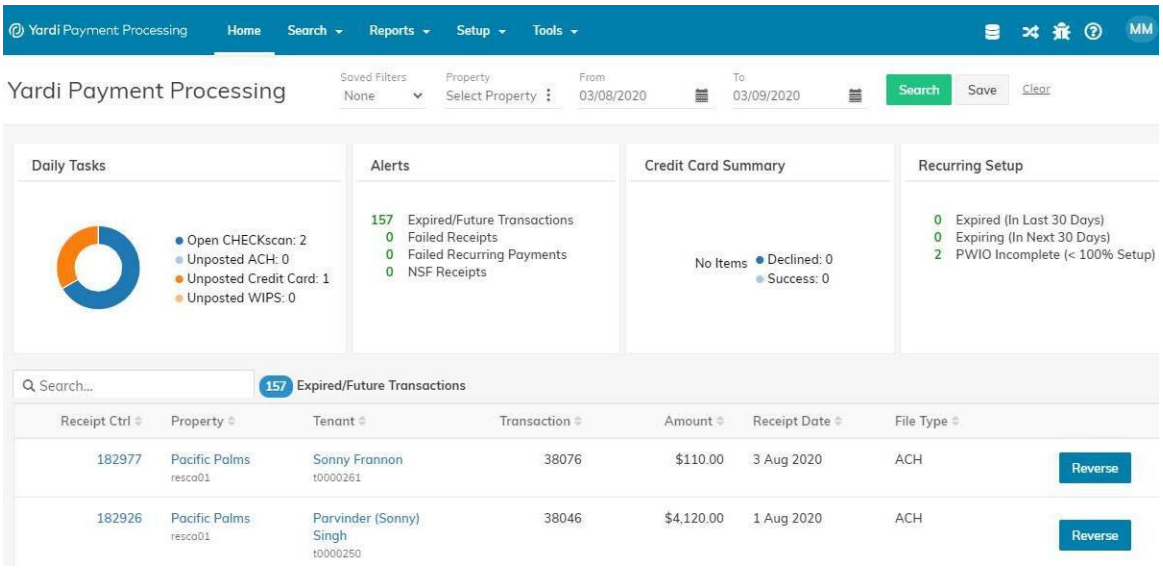
RentCafe Affordable Housing is an applicant and resident portal that replaces paper-based application and compliance processes. Standard workflows verify compliance with state and federal programs, including HUD-50059, Section 42 Tax Credit, HOME, and Rural Development, as well as properties funded with combinations of these programs.



- **Streamline the Application Process.** Innovative features such as language translation and error checking improve the customer experience compared with paper-based applications. RentCafe ensures that applicants answer each question and highlights potential errors before submission, so you spend less time conducting interviews and following up on incomplete applications. Easy-to-navigate dashboards help you track the status of applications through the approval workflow. Standardized, documented online applications add protection from fair housing claims.
- **Market your Properties.** RentCafe marketing sites showcase your communities with appealing, content-rich designs and user-friendly features, including large photo displays, mouse-over floor plans, videos, blogs, and user ratings and reviews. Mobile-friendly responsive design improves your customers' experience.
- **Expand Resident Services.** RentCafe resident portals increase retention by offering services your residents expect. Available as a responsive website or a mobile app, the resident portal allows renters to update their profiles, view balances, make payments, and submit maintenance requests with photos and voice memos easily and securely. Online announcements and calendar events encourage residents to stay connected with your community.

Yardi Payment Processing

Yardi Payment Processing increases resident satisfaction and office efficiency. By managing receivables and payables in one system, you streamline rent collection and reduce processing errors and costs. Flexible payment options make it easier for your staff to collect rent and fees and eliminate bank runs.



Online Payments

Residents can use your RentCafe PHA portal 24/7 to check their balance and pay rent from a checking account. Recurring payments offer convenient automatic scheduling. Secure transactions automatically update your Yardi Voyager ledger. ACH payments are sent to your bank the next day.

Walk-in Payment System (WIPS)

The Walk-in Payment System allows residents to pay rent in cash at thousands of convenient retail locations. Your site teams gain efficiency and reduce money order fraud. Payment confirmation appears in Yardi Voyager the next day; funds are available within three business days.

Convert Checks to Electronic Payments

By creating electronic receivables based on bulk-scanned checks and money orders, Yardi CHECKscan reduces NSF risk and eliminates trips to the bank, lost checks, and keying errors. You simply confirm payment matches, and check images are automatically linked to charges in Yardi Voyager. The system creates receipts and applies your payment priority rules. It converts money orders and checks to X9 deposit files and sends them to your bank via EFT the next day, which makes funds available faster.

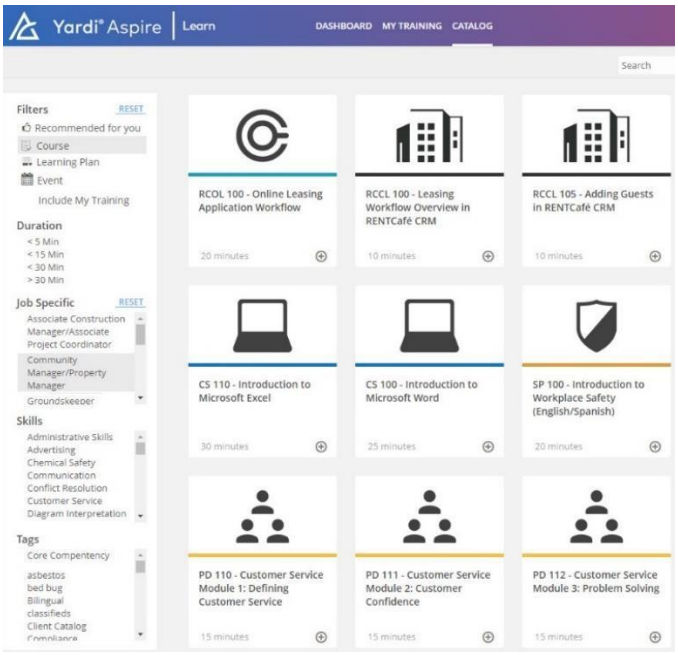
Key Benefits

- Rapid funds availability via electronic deposits
- 24/7 online payments and ledger access via RentCafe portals
- Debit, credit card, and ACH payments with recurring ACH option
- Automatic charge matching and payment priority rules from Yardi Voyager
- No data transfer or synchronization needed

Yardi Aspire

Yardi Aspire is an online training platform that centralizes software skills, webinars, compliance training, certifications, and other learning resources for your personnel. It delivers a comprehensive course catalog created by product experts. Learning assessments, communication channels, automated notifications, and web event management deliver maximum ROI from your software investment. Individual and group reports monitor student activity and course progress.

Our browser-independent course library includes market-specific tracks for numerous real estate markets. Our courses deliver material in a variety of formats with context-specific learning, step-by-step procedures, and interactive content. Hands-on exercises in an embedded Yardi Voyager environment give learners invaluable practice. You can develop role-specific learning plans and assign courses from the Yardi library or use our self-publishing platform to tailor courses to your organization.



Strategic Benefits

- Multi-channel learning system (e.g., tracks and individual courses, classroom events, webinars)
- Option to add online assessments, documents, videos, and class discussions
- Detailed reports track activity and progress
- Achievement markers, peer discussions, and feedback from subject matter experts motivate and promote course completion
- Multimedia content, including HTML, documents, images, videos, and podcasts

From the administrative dashboard, your trainers can create webinars and classroom-based events in a few clicks, add online assessments, or enter grades from offline quizzes. Online courses maximize ROI on your software investment. In addition, you can also reduce overall training costs with online pre-training, so employees come prepared and get the most out of on-site sessions.

Key Features

- Learn from anywhere just using your web browser and mobile device
- Gain access to 250+ free, Yardi-hosted webinars
- Automate web conferencing and track attendance in a single system
- Integrate training with your Human Resource Information System and help desk software
- Make real-time changes and roll out courses quickly with our course authoring tool
- Boost employee confidence with easy access to all training activities from one dashboard

ScreeningWorks Pro

ScreeningWorks Pro software is a proven online screening tool that helps property managers make smart rental decisions using comprehensive reports. Selecting the best residents for each property reduces risk from collections, evictions, and legal action. Using the most reliable data available, ScreeningWorks Pro eliminates guesswork and provides automated recommendations that minimize risk. The system is customizable for all multifamily property types, including market-rate, subsidized, and student housing. Our service organization is a wholly owned Yardi subsidiary with three decades of screening experience.

The end-to-end ScreeningWorks Pro process offers rental staff clear, consistent direction that supports your business rules. Automating screening workflows increases control and cost savings and enables staff to work more efficiently. Decision criteria are tailored for each property in your portfolio, so applicants are always screened uniformly and per your objectives.



Strategic Benefits

- Minimize risk
- Maximize revenue
- Maintain compliant and safe communities
- Create transparency into applicant traffic and property performance via built-in analytics
- Enhance staff efficiency and record keeping by launching screenings from Yardi Voyager or RentCafe

Key Features

- Highly customizable rules allow you to automate consistent decisions (accept, conditionally accept, reject) and improve compliance
- Tiered screening option enables cost and time savings (e.g., criminal screening only takes place after applicants pass the credit screening)
- Experienced consultants help you fine-tune decision criteria to meet your goals
- Comprehensive data sources include credit reports from the major bureaus as well as terrorist, drug trafficker, sex offender, and Social Security fraud screening
- Advanced criminal screening uses the most accurate national, state, and county databases and frees site staff from deciphering and interpreting complex lists of criminal records
- Landlord and tenant civil court records provide additional protection
- Rental payment history records powered by RentBureau show month-by-month payment history and timely collections activity
- Applicants can automatically screen themselves during the RentCafe leasing workflow, eliminating work for leasing staff
- Strategic analytics create executive insight into portfolio-wide traffic and screening activity to support smart business decisions
- Optional biometric screening and international credit and income/employment verifications deliver comprehensive insight

Verification of Income

ScreeningWorks Pro offers property managers instant income and employment verification. Verifying income as part of your screening workflow benefits applicants and property managers alike, supports effective screening due diligence, and minimizes risk. You gain insight beyond the income stated on applications and eliminate the need for your staff to validate company contact information manually and call to verify employment. You gain speed and efficiency that improve your customer experience and help you approve more qualified applicants, faster.

The Work Number from Equifax is the nation's largest central source of real-time employment and income information. It houses over 350 million payroll records from thousands of employers nationwide, including 82% of Fortune 500 companies and most civilian federal government employers. Data from employers is updated every pay period, so you receive the most current information.

NOVA adds two powerful verification options. If no record is found with The Work Number for a prospect, ScreeningWorks Pro can send an automatic email to the prospect with options to grant bank access for deposit records or upload a pay stub to verify income. Adding this step helps you reach a wider prospect audience and increases typical income verification rates to 90%.

The Work Number Social Service Verification

Social Service Verification (SSV) mitigates the risks of relying on stated income and prevents the costs of disqualifying applicants and evicting unqualified residents. It gives you secure, convenient access to the financial data you need for compliant income certifications.

Powered by The Work Number, the nation's largest central source of real-time employment and income information, SSV is ideal for affordable housing providers and PHAs of all sizes. Its dataset includes 100+ million active payroll records from 600 million employers of all sizes. All payroll records come directly from employers each pay period. This breadth of payroll data helps you verify applicants' current income and employment instantly, document that residents meet program standards, and uncover rent miscalculations. Authorized users run SSV directly from their dashboard and receive screening results, including detailed income data, in minutes. Integration with Yardi Voyager eliminates the need to access a separate system to screen applicants for certification and residents for annual recertification.

HUD recognizes The Work Number's database as a Level 5 Up-Front Income Verification (UIV) source, which is the highest level of verification for wage and salary information. Comparing paycheck information with actual income received throughout the year helps you identify unreported or misstated income. Identifying income trends and anomalies helps ensure income certifications accurately portray a household's financial situation.

Yardi SaaS Select

Yardi SaaS Select clients can control and modify key aspects of the system while benefiting from Yardi's site and server management and disaster recovery services. Clients have a dedicated installation of the core platform and can review software updates in their dedicated test environment. Yardi hosts the software in a shared network environment optimized for performance and security.

Yardi hosts the software in a shared network environment optimized for performance and security. Yardi SaaS Select accommodates a wide variety of client needs and is an excellent choice for Public Housing Authorities and government agencies.

Data Center Infrastructure

Yardi uses multiple proven, SSAE 18-audited facilities to ensure availability and security for your environments. Key data center features include:

- Security—24x7 monitoring; access restricted to authorized personnel
- Redundant power systems (UPS and generators)
- Redundant HVAC systems and automated monitoring of temperature and humidity
- Fire detection and suppression systems

Network Infrastructure & Architecture

Our network infrastructure accommodates your application demands and provides redundancy and high availability through multiple security layers. Key features include:

- Redundant network connectivity (multiple Internet providers)
- Load balancing capabilities
- Managed firewalls, routers, and intrusion detection systems
- Security incident management

Backup & Recovery Options

Each client's database is replicated in real time to a parallel database server with automatic failover capabilities. Incremental transactional backups support point-in-time database restores. Optional backup encryption is available. We make complete backups every night and place them on a secure FTP server, from which clients can authorize an internal user to download the backups. Backups are kept in a secure, off-site location whose security is reviewed annually.

Turnkey Real Estate Management

Yardi SaaS Select offers convenient, cost-effective hosting for the latest property and compliance management technology. Clients benefit from the power and performance of our secure data centers without having to establish and maintain the IT infrastructure, support services, and security necessary to keep their system operating at peak efficiency. This all-inclusive approach lets you focus your energy where it counts—on your business.

Implementation & Services

Yardi invests in a strong domestic service infrastructure to support you. We tailor our services to your needs to ensure that our products are best configured for your operating needs.

Implementation

Our established best practices and configuration standards simplify and speed up the implementation process. Our service options include data conversion, training, process analysis, project management, customization, third-party integration, and more. We offer standardized, scalable implementation support based on our proven methodology. Our staff works with you to establish goals, procedures, and timelines and guides you through the project. We are happy to present a service proposal for your needs. Yardi Cloud hosting supports quick rollouts because our data centers have preconfigured servers and networks in place to begin hosting your system.

Ongoing Support

We assign a support team dedicated to the PHA industry. An annual block of support hours via a toll-free hotline, email, and our support website during local business hours is included; occasional or ongoing extended support is available. Your support team informs you of product updates and coordinates issue resolution as needed. Our in-house hosting team offers 24/7 connectivity support via a dedicated hotline. Self-help resources include task-based online help, video tutorials, practical software manuals, and more.

Software Maintenance

To support the evolving needs of the housing industry, we offer regular software updates at no additional cost. Updates include client-driven, reliable new features, reports, and compliance with new HUD requirements.

User & Focus Groups

Client-run user groups offer peer support and networking opportunities; Yardi supports and participates in these groups if requested. Our clients and staff also meet in market-specific focus groups to identify and prioritize software development initiatives.

User Conferences

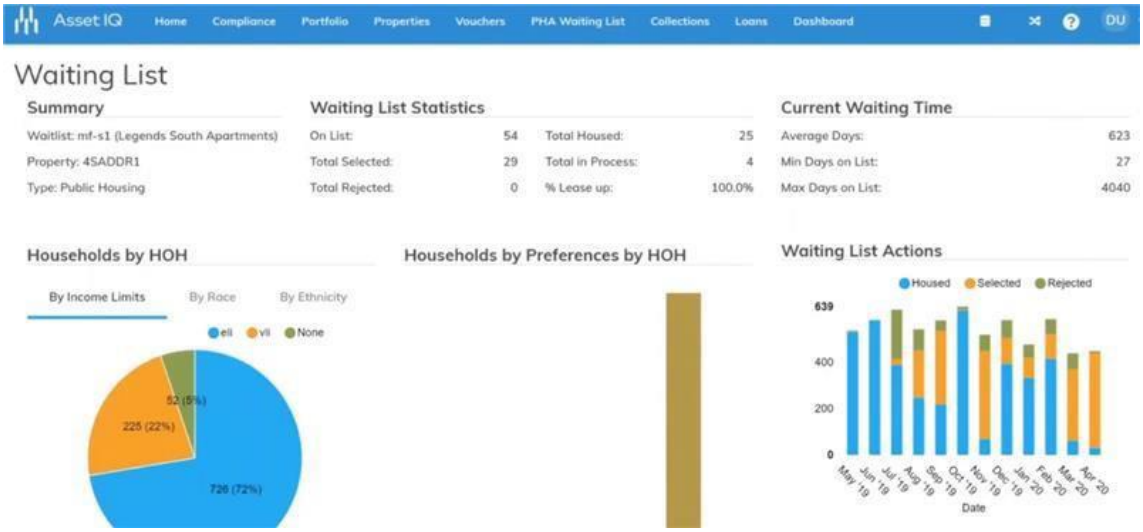
We offer dedicated user forum events for our affordable and PHA clients regularly. Our large user conferences, the Yardi Advanced Solution Conferences (YASC), bring together clients and Yardi staff for industry updates, software training, and development discussions. Throughout the pandemic, we have offered these conferences as free online events to support our clients during travel restrictions. Our most recent global digital YASC attracted 17,000 participants from 2,500 organizations. Attendees completed 60,000 courses over three days, and our product specialists answered thousands of questions via live chat.

2. Optional Add-Ons

Yardi Asset IQ for PHA (Optional)

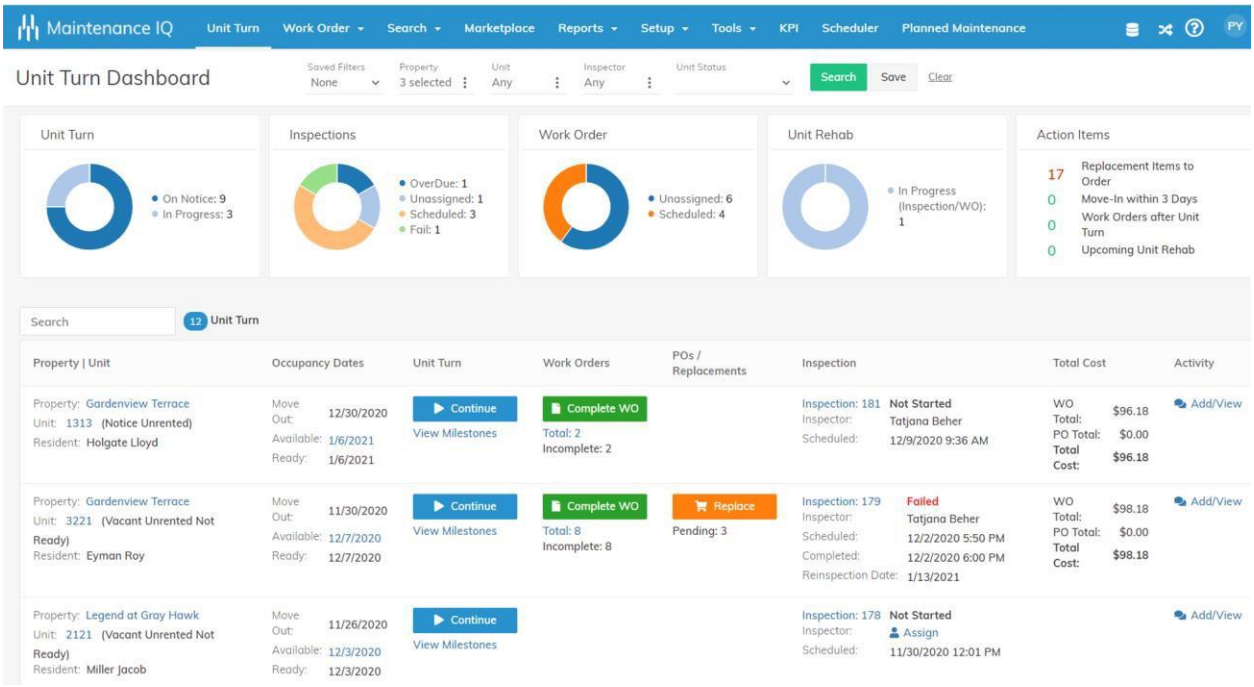
Yardi Asset IQ, part of the Yardi Elevate Suite, gives executives real-time visibility into agency-wide portfolio performance across all of your vouchers and programs. Executive dashboards give you presentation-quality insight into key compliance, program, and financial data.

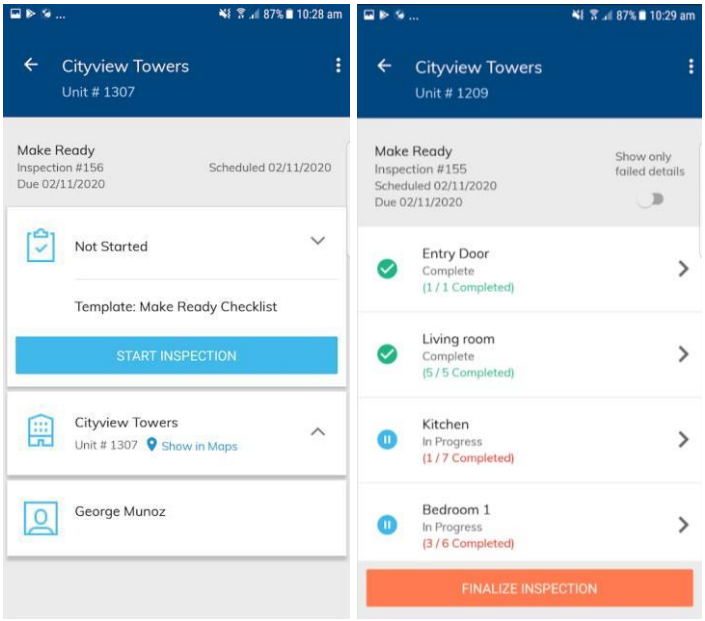




Yardi Maintenance IQ (Optional)

Yardi Maintenance IQ gives you unparalleled visibility into the unit turn process at the property and portfolio level. Key performance indicators on the unit turn dashboard alert you to overdue inspections and work orders as well as replacement items that need to be ordered. Using Yardi Marketplace, you can order materials directly from the dashboard. The mobile inspection app makes it easy for your staff to manage and complete inspections from a smartphone or tablet.



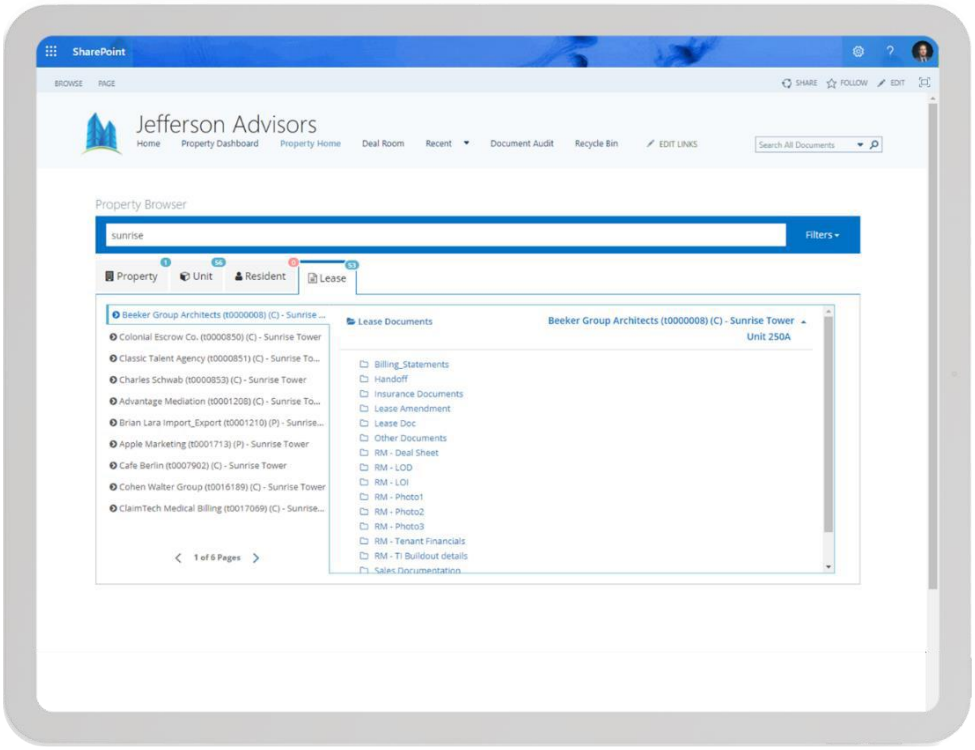


Strategic Benefits

- Optimize control over management tasks, streamline workflows, and maximize efficiency
- Access accurate, up-to-date financial information and a complete audit trail
- See overdue work orders, inspections, and action items that need attention
- Gain visibility into current and upcoming unit turn activity
- Monitor overdue activities and act quickly to keep the turn process on schedule
- Streamlines inspection processing
- Inspect all managed entities
- Re-create your paper inspection templates in a mobile electronic format
- Create work orders automatically for failed items
- Increase efficiency with real-time mobile access

Yardi Document Management for SharePoint (Optional)

Yardi Document Management for SharePoint integrates your Yardi business data with your Microsoft SharePoint 365 for centralized document management. With an automated, bi-directional integration, user roles and security permissions carry through from Yardi Voyager to SharePoint along with standard system objects and the associated data. Attachment links in Yardi Voyager automatically redirect to SharePoint via single sign-on.



Key Features

- Sync automation creates SharePoint sites and folders that represent Yardi Voyager data and applies security changes and record updates to SharePoint overnight or on demand
- Single sign-on (SSO) creates a seamless user experience
- Documents are automatically tagged with metadata for properties, units, tenants, leases, etc. from Yardi Voyager in real time in SharePoint
- Custom navigation and search tools in SharePoint make it easy to navigate sites, document libraries, and folders when searching for documents
- Browser-independent and mobile-compatible access lets you view documents in your browser

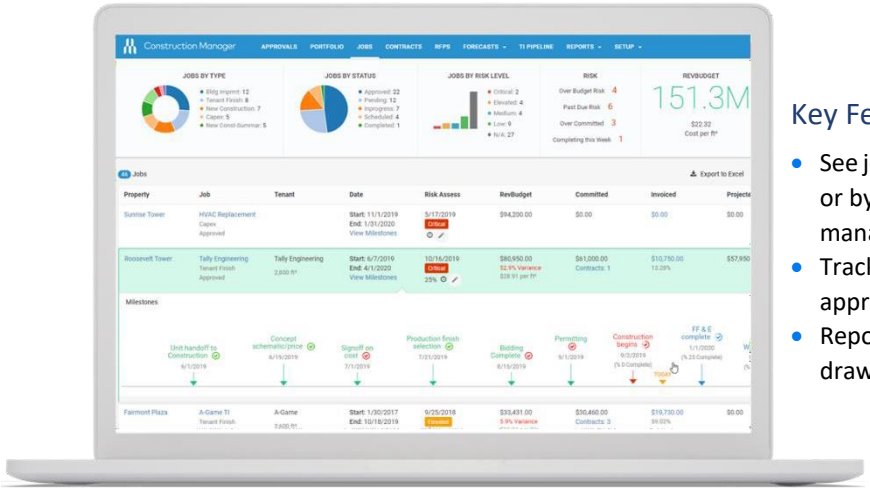
Yardi Ticket Manager (Optional)

Yardi Ticket Manager integrates a customer relationship management (CRM) system with housing-related functions. It enables you to track tickets, inquiries, and issues raised by residents, applicants, employees, and vendors, optionally approve them, and manage them to ensure you meet your service level commitments. You can organize pending tickets into queues to simplify staff allocation and assign and track due dates. Tickets can stand alone or result in follow-up work order activity. We plan to release Yardi Ticket Manager in Q2 of 2022.

Yardi Construction Manager (Optional)

Yardi Construction Manager helps asset and project managers see the bigger picture across construction projects for the entire portfolio. Connecting asset managers and the operations team to construction staff and project managers simplifies communication between departments. By analyzing data across all jobs, you improve cost control, budget oversight, and profitability. Yardi Construction Manager reflects real-time job costing data from capital expenditures and single-unit improvements to ground-up development. The tablet-based tool works seamlessly with your Yardi Job Cost and makes it easy to be connected while on site.

You can see instantly whether projects are on time and on budget, identify any troubled jobs, and mitigate issues more quickly. You can drill down to detailed budget-to-actual comparisons, contracts, pending contracts, and revisions with real-time financials. Project managers can enter their own risk assessments and act on project workflow approvals, including invoice receipts from Yardi Procure to Pay. A tenant improvement pipeline display gives insight to pending work being negotiated in Yardi Deal Manager. You can easily set up and visualize milestones to help you manage projects, vendors, and contracts. Staff collaborate more easily by receiving notifications on milestones, change orders, and budget overruns.



Key Features

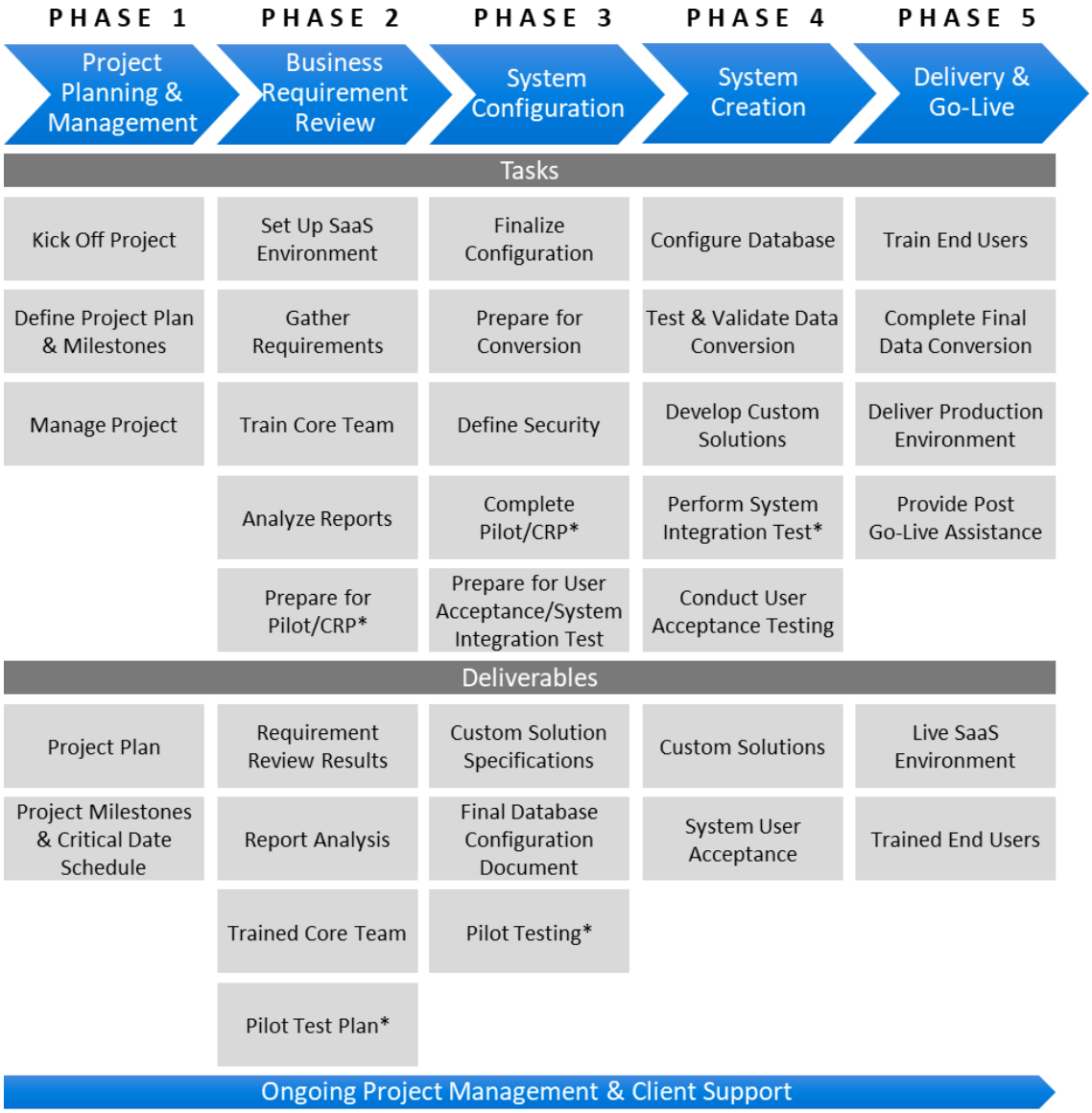
- See jobs across the entire portfolio or by property, job type, status, manager, and risk level
- Track real-time financials, approvals, and milestones
- Report centrally on jobs, contracts, draws, and job cost transactions

Key Benefits

- Easily identify jobs at risk of delays and budget overruns
- Work more efficiently across departments with a central repository for all key job information
- Enforce best practices for job budgets, revisions, contracts, and change orders with configurable workflows
- Consolidate business processes and eliminate setup steps with seamless Yardi Voyager integration

Full-Service Implementation & Training (Optional)

The Yardi Professional Service Group (PSG) and its clients leverage their industry, project, accounting, and technology experience to implement a Yardi platform that supports the client's business needs. We will jointly develop and define the project plan to achieve your project goals. On the following pages, we summarize our proposed work plan based on our proven implementation methodology.



* If required and included in project scope.

Phase 1: Project Planning & Management

Objectives

- Establish a project team and standards for the implementation
- Define a project work plan, timeline, and milestones

Activities

- Conduct the project kickoff meeting
- Organize project
- Establish project teams
- Establish calendar and meeting schedule
- Review existing technical environment
- Define data conversion strategy
- Define testing goals and objectives

Deliverables

- Confirmed project team
- Detailed project work plan
- Detailed conversion path
- Defined project milestones
- Completed critical date schedule
- Issue tracking tool

Phase 2: Business Requirement Review

Objectives

- Analyze business requirements relative to the Yardi products to be implemented
- Set up a test environment

Activities

- Install software
- Business requirement interviews
- Train core team
- Catalog and compare reports
- Identify customizations
- Refine implementation plan based on finalized requirements
- Define pilot testing needs (scenarios and expected results)

Deliverables

- Defined business requirements, parameters, processes, reports, and security
- Report analysis
- Trained project team
- Defined requirements for customizations
- Developed pilot test scripts, if required and included in the project scope

Phase 3: System Configuration

Objectives

- Design and configure the system environment for the client's specific business requirements
- Create specifications for customizations (interfaces, reports, functionality)

Activities

- Set up development, test, and production environments
- Create client configuration document
- Set up application parameters
- Preparation for data conversion
- Implement security requirements
- Design customizations
- Conduct pilot/CRP testing, if required and part of project scope
- Define user acceptance testing (UAT) and system integration testing (SIT) requirements (scenarios and expected results)

Deliverables

- Design specifications for customizations
- Defined database configuration
- Completed client configuration document
- Completed pilot testing

Phase 4: System Creation

Objectives

- Conduct user acceptance testing, which provides a real-time environment to test and modify the configured application, business processes, and reporting outputs
- Create final environment based on results of testing

Activities

- Convert data for testing and validation purposes
- Develop customizations
- Conduct UAT and SIT
- Update test script results
- Log and resolve issues
- Compare testing results to pass/fail criteria
- Modify design/setup based on UAT results
- Document changes in configuration documentation

Deliverables

- Tested application and functionality
- Tested and approved system inputs/outputs
- Completed system and integration acceptance by users
- Completed customizations

Phase 5: Delivery and Go-Live

Objectives

- Prepare the user community for operation of the new system
- Transition to the new system

Activities

- Update system with final adjustments
- Deliver end user or train the trainer training
- Convert data for go live
- Cut over to live production environment
- Resolve issues and support after go-live as needed

Deliverables

- Final data migration and conversion
- Trained users
- Implemented software

Price Proposal

The following pricing is valid for 90 days from the date of this proposal. Annual fees include software license fees, databases, development tools, software updates, application support, and hosting support. Subsequent years' annual fees are subject to increase on the anniversary date of the software license agreement, based on the nationally published Consumer Price Index (CPI). One-time service fees include installation, implementation, project management, and training.

3. Price Proposal - Sole Source

Proposed Products

Pricing Proposal					
Annual License Fees	**Qty.**	**Price**	**Concession**	**Net**	**Total**
Voyager PHA Suite Includes accounting, property, compliance and resident management for all programs; reporting; cloud hosting and Maintenance, Inspection, Fixed Assets, Inventory Control and Construction & Grant Management.	4,300 units	$30	($13)	$17	$73,100
RentCafe PHA Online applications, certifications, and portals for applicants, residents, participants, landlords & marketing sites.	4,300 units	$24	($8)	$16	$68,800
Budgeting & Forecasting	4,300 units	$5	($5)	$0	$0
Inspection Mobile	4,300 units	$2		$2	$8,600
Procure to Pay Includes Yardi PayScan (paperless invoice processing), Yardi Marketplace (eProcurement), and VendorCafe (vendor portal).	1,451 units	$10	($2)	$8	$11,608
Aspire Premium	4,300 units	$6	($2)	$4	$17,200
Total Annual Fees					**$179,308**
Transaction Fees Transaction-based fees are not included above and are billed monthly in arrears based on actuals.					
Yardi Payment Processing (A/R) • Yardi CHECKscan: $0.40 per scanned check; ACH payments: $0.65; charged to the resident or agency • Debit and credit card payments are also available for residents					
One-Time Service Fees	**Qty.**			**Price**	**Total**
Voyager Suite Implementation & Training Services will be conducted remotely or on-site, as appropriate.	184 hours			$200	$36,800
RentCafe Implementation & Training	150 hours			$100	$18,000
Procure to Pay Implementation	Flat fee				$3,200
Data Conversion Services	Flat fee				$21,500
Custom Programming					TBD
Total One-Time Fees					**$79,500**
Strategic One-time Concession					**($50,000)**
Total Year 1 Annual and monthly fees are subject to a CPI increase on each anniversary date.					**$208,808**

ScreeningWorks Pro – Included in Proposed Yardi Bundle

Screening Component	Cost	Concession	Your Price
Credit Reports			
Credit Screening • Includes full national credit bureau report • Expert scoring model designed for the multifamily industry • Option to include non-credit criteria such as rent/income ratio, residence history, and employment history in your customized scoring model • Clearly states reasons for applicant decision and flags items for review • Includes Social Security fraud screening	$7	($2)	$5 per screening
RentBureau Rent Payment Data Includes month-by-month payment history and any collections activity.			$1 per screening
Civil Court Record Reports			
Premium National Civil Court Record Screening • Identifies individuals with prior landlord–tenant disputes • Searches civil court databases for civil judgments, landlord–tenant dispute filings, and non-monetary judgments (forcible detainers) • Reports contain all involved defendants and plaintiff(s); comments on the case, suits, or petitions filed; and judgment information • Supported by Yardi's team of public records analysts and experts	$4	($1)	$3 per screening
Criminal Reports			
Premium National Criminal Search Includes national criminal database search, national sex offender search, and OFAC/SDN terrorist search. Records are filtered and serviced by our expert public records analysts.	$12	($4)	$8 per screening
Supplemental County/State Criminal Search This even more thorough criminal records check is a best practice in the following states because they deliver limited information to national criminal data repositories: AL, CA, CO, DC, DE, ID, LA, MA, NV, PR, SD, VA, and WY.	$9	($2)	$7 per screening
Income Verification			
The Work Number: Social Service Verification The Work Number verifies applicants' income and employment in a HUD-compliant format. A charge only applies when a record is found.			TBD - Yardi & HACSB to revisit
Income and Employment Verification • The Work Number offers real-time verification of current income and employment. • If no record is found with The Work Number, NOVA prompts the prospect to upload a pay stub or grant bank access to verify income. • A charge only applies when a record is found.			$10 per screening

Standard (non-GSA)	Year 1	Year 2	Year 3	Year 4	Year 5
License Fees (CPI not included)	$179,308	$179,308	$179,308	$179,308	$179,308
One-time concession	-$50,000	-$10,000	$0.00	$0.00	$0.00
Monthly Services	TBD	TBD	TBD	TBD	TBD
One-time Fees	$79,500	$0.00	$0.00	$0.00	$0.00
Total Estimate	**$208,808**	**$169,308**	**$179,308**	**$179,308**	**$179,308**

*Totals do not include custom programming (Year 1), or travel expenses (Year 1), or CPI (years 2-5 only) or transactional fees for Screening or Payment Processing.

Optional Add-on Products & Services

Annual Fees – Optional Add-ons	Qty.	Price	Total
Yardi Maintenance IQ Faster unit turns; maintenance & inspections dashboards; planned maintenance	4,300 units	$5	$21,500
Yardi Asset IQ for PHA Executive dashboards; portfolio-wide performance monitoring	4,300 units	$5	$21,500
Yardi Document Management for SharePoint Integrates Voyager with SharePoint Online. Requires additional scoping to assess the document migration.	4,300 units	$4	$17,200
Yardi Ticket Manager Integrated CRM to track external and internal requests.			Scoping Required
Yardi Construction Manager Project and contract management (full RFP lifecycle); real-time visibility into construction projects from capital expenditures and single-unit improvements to ground-up development. Integrates with VendorCafe and PayScan.			Scoping Required

Next Steps

Our end-to-end real estate platform delivers mobility, transparency, and business intelligence across your organization. Yardi products can simplify your business processes, enhance your intake and resident services, and help you maintain HUD compliance. Please contact me:

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