

Description of Intended Single Source Purchase

AGENCY: Florida Housing Finance Corporation

TITLE: OnBase Enterprise Licensing Upgrade *REPOST*

CONTACT: Contract Administrator
227 N. Bronough Street, Suite 5000
Tallahassee, FL 32301
(850) 488-4197
Contract.Admin@floridahousing.org

Date Posted: July 7, 2020

Time Posted: 11:05 a.m.

Term: August 1, 2020 – July 31, 2021

Performance and/or Design Requirements: OnBase is used to store and access documents used in various Florida Housing business processes. It allows for on-line retrieval, automated text indexing for searches, and process automation around both scanned paper and electronic documents. This licensing upgrade will grant access to advanced functionality such as mailbox integration, Public Sector Constituency Web Access, SharePoint Web Parts, Application Enabler and the Unity Client.

Intended Source: Hyland Software, Inc.

Estimated Dollar Amount: \$51,791

Justification for Single Source Acquisition: The OnBase document management system is a core component of Florida Housing's IT architecture and is integral to operations, since the documents submitted and produced to the system are critical to Florida Housing's core business processes. Additionally, several supporting systems and business processes depend on its continued implementation for proper operations. In particular, several of the modules included in this Enterprise subscription model will be utilized to integrate the records management system with the Multi-Family "Prolink" case-management system. As the developer of OnBase, Hyland Software, Inc. is the only entity able to provide licensure for this product. This item is being reposted due to an increase in the total cost for this year. Note this increase was anticipated via the 2020 IT budget request in the Software Capex section of the request.

Approved By: Florida Housing Finance Corporation's Executive Director, Harold L. Price, III.

This Description of Intended Single Source Purchases is posted in accordance with Rule 67-49.0031, Florida Administrative Code. Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If the Executive Director, after reviewing any information received

from prospective vendors, determines that the commodities or contractual services are practically available from a single source, the Corporation shall provide notice of its intended decision to enter into a single-source purchase contract in the manner specified in Section 120.57(3), Fla. Stat.