

Description of Intended Single Source Purchase

AGENCY: Florida Housing Finance Corporation

TITLE: Foreclosure Counseling Program (FCP) Web Portal

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Anticipated Term: February 1, 2017 – January 31, 2018

Performance and/or Design Requirements: Hosting and maintenance of a web portal system developed by the intended source listed below as a system for collection of data and processing of payments for the Foreclosure Counseling Program. Users will need the ability to upload a number of data points related to foreclosure counseling clients including general information, mortgage information, income, and debt information. This data is used to document successes and process billing for the program.

Intended Source: Homeowner Toolbox, Inc. d/b/a CounselorDirect

Estimated Dollar Amount: \$21,600

Justification for Single Source Acquisition: The web portal system was developed by CounselorDirect under specific direction of Florida Housing staff in 2013 to ensure that there would be a system in place to collect data and process payments for the Foreclosure Counseling Program. The ensuing product was a from-scratch, proprietary system that is specific to this program. CounselorDirect is the only entity able to provide the product in the format and timeframe required.

Approved By: Stephen P. Auger, Executive Director

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.