

Notice of Intended Decision to Enter Into Single Source Contracts

AGENCY: Florida Housing Finance Corporation

TITLE: OnBase Maintenance and Upgrades

CONTACT: Contract Administrator
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Date Posted: November 15, 2024

Time Posted: 3:01 p.m.

Commodity or Service Required: OnBase Maintenance and Upgrades

Requestor: David Hearn, Chief Information Officer

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.

Florida Housing has an immediate need to begin a project to restore documents that were erroneously purged from the Corporation's OnBase software. Additionally, over the course of the next year, Florida Housing's Information Technology Systems staff estimates a need for an upgrade to the OnBase system and has also budgeted additional funds for consulting work to help fix any other emergent issues

Intended Source: DataBank IMX

Estimated Prices: \$10,000 for Purged Document Restoration Project
\$18,000 for upgrades needed in 2025
\$30,000 for maintenance needs throughout 2025

Justification for Single Source Acquisition: Florida Housing uses OnBase as its document management system. Hyland Software, Inc., the developer of OnBase maintain a team of Certified Solution Providers and requires that one be registered to each user. DataBank IMX is Florida Housing's registered Certified Solution Provider.

Approved By: Florida Housing Finance Corporation's Chief Financial Officer, Angeliki G. Sellers

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to file a bond or other security within the time allowed for filing a bond, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.