



REQUEST FOR INFORMATION

FOR

REAL ESTATE SOFTWARE SOLUTION

RELEASE DATE: Thursday, January 7, 2021

DUE DATE: 12:00PM Eastern Time (ET), Friday, January 15, 2021

INTRODUCTION:

North Broward Hospital District d/b/a Broward Health (“Broward Health”) is a Florida special taxing district that operates a not-for-profit health care delivery system serving the northern two-thirds of Broward County, Florida, and is headquartered in Fort Lauderdale, Florida. The operation and management of Broward Health is independent of county and municipal governments. The governing body of Broward Health is composed of seven members of its Board of Commissioners who are all appointed by the Governor of Florida.

Broward Health operates five (5) hospitals (with approximately 1,500 beds) and over forty (40) satellite facilities, which includes a home health and hospice agency, primary care clinics, and physician offices. Broward Health is one of the largest employers within Broward County with approximately 8,000 employees. Broward Health’s five hospitals are as follows:

- Broward Health Medical Center is a level 1 trauma center and acute care and teaching facility located in Fort Lauderdale, Florida with 716 beds;
- Broward Health North is a level 2 trauma and acute care facility located in Deerfield Beach, Florida with 409 beds;
- Broward Health Imperial Point is an acute care facility located in Fort Lauderdale, Florida with 204 beds;
- Broward Health Coral Springs is an acute care facility located in Coral Springs, Florida with 250 beds;
- Salah Foundation Children’s Hospital is a 63-bed level 1 pediatric trauma center with a level 1 pediatric intensive care unit and level 3 neonatal intensive care unit located on the campus of Broward Health Medical Center in Fort Lauderdale, Florida.

Vendor contact with Broward Health Representatives - Questions regarding the RFI process and protocol as well as questions regarding the scope of work should be directed via e-mail only to bids@browardhealth.org.

The purpose of this Request for Information (RFI) is for Broward Health to identify Real Estate Software Solutions available. The information provided may also assist in assessing the financial feasibility of pursuing this project by obtaining necessary pricing information for budgeting and planning purposes.

SUBMISSION INSTRUCTIONS:

All interested parties shall submit a letter of interest along with complete response information to the qualification criteria in this RFI **no later than 12:00PM ET Friday, January 15, 2021 to <https://browardhealth.sharefile.com/r-re95e6a6bf9954a018220af35798ed186>**. **If asserting any exemptions to Florida’s Public Records Laws, Contractors must submit a redacted response in accordance with the instructions provided herein.**

SCOPE OF WORK:

Broward Health is requesting information for available software or applications that are a full-service solution for the management of leases, including but not limited to contract management, accounting, reporting, and maintenance, in one integrated system.

Please provide details on how/if your proposed solution can assist with the following:

OPERATIONS

1. Customization and user defined fields
2. Management of leases as both landlord and tenant.
3. Lease tracking, (contractual and financial obligations)
4. Contact Management
5. Notifications to tenants – document templates
6. Automated email distribution and notification to tenants
7. Online payments
8. Tenant portal with mobile capability
9. Dashboard and reporting capability (ie. financial, budgeting, delinquency, occupancy, audit)
10. Maintenance management and service requests (electronic automated interface with Broward Health current Work Order/Service Request Application, via REST API, .xml file format &/or .csv file format.)

ACCOUNTING

1. Rent roll and expense tracking
2. Billing & invoicing tenants
3. Escalation calculations
4. Late fee calculation

DATA SECURITY

1. Technical Support (provide hours/days of Technical support) and timeframe for issue resolution
2. Preferred Technical Support contact method
3. Training - unlimited or fee based
4. Updates, Patches, Bug Fixes - included with subscription?
5. Upgrades - included with subscription?
6. Is data storage limited or unlimited? If limited, state the limit.
7. How is data encrypted?
8. Data Backups (Daily)
9. Primary server(s) located in USA
10. Secondary server(s) located in USA
11. Server High Availability (HA?)
12. Server Redundancy
13. Is your company the Developer/Programmer/Manufacturer/Distributor?
14. Full API Interface

TRAINING

1. Describe training offered or available once the software or application is implemented. Provide any associated costs.

OTHER

1. Provide a detailed description of how software or application facilitates GASB 87 lease accounting compliance.

PRICING

Please provide the following details:

1. Monthly subscription fee & included modules/features
2. Number of database licenses included (if any) with monthly subscription fee
 - a. Fee per license (additional licenses)
 - b. Are licenses concurrent?
3. Number of Mobile licenses included (if any) with monthly subscription fee
 - a. Fee per license (additional licenses)
 - b. Are licenses concurrent?
4. Implementation Fee (detail what is included)
5. Other fees

By submitting information for this RFI, the Contractor understands and agrees that failure to comply with the requirements for redacting and citing applicable Florida law as provided herein shall constitute a full waiver of any assertion by Contractor of any exemption to Florida's Public Records Laws. In such an instance, Broward Health and Broward Health's commissioners, executives, principals, agents, and employees shall not be liable in any cause of action following complete release of such records.

Broward Health, as a special taxing district of the State of Florida, is subject to Florida's Public Records Laws as provided in chapter 119, Florida Statutes. By submitting a Response to this RFI, Contractor understands and agrees that Contractor's Response to the RFI is subject to Florida's Public Records Laws. IF CONTRACTOR IS ASSERTING ANY EXEMPTION(S) FROM FLORIDA'S PUBLIC RECORDS LAWS UNDER CHAPTER 119, FLORIDA STATUTES, CONTRACTOR MUST COMPLY WITH THE FOLLOWING CRITERIA OR SUCH EXEMPTION MAY BE CONSIDERED WAIVED: CONTRACTOR MUST SUBMIT ONE (1) REDACTED COMPLETE RESPONSE WITH THE FLORIDA STATUTORY BASIS FOR EACH REDACTION. FILE SHALL BE CLEARLY LABELED WITH "REDACTED AS PART OF THE FILE NAME.