

Notice of Intent to Enter into Negotiations
New York City Department of Housing Preservation and Development
OF CLOUD-BASED HOUSING ASSET MANAGEMENT SYSTEM
PIN 80617N0001

In accordance with Section 3-04 of the New York City Procurement Policy Board Rules, the New York City Department of Housing Preservation and Development (“HPD”) is seeking to enter into negotiations with a firm who can provide a cloud-based housing asset management software solution that is an established, operational and configurable off-the-shelf system.

Only proposers that meet the following minimum qualifications will be asked to negotiate with the HPD:

1) System requirements

- a) Ability to Record, Display and Synthesize Data
- b) Provide Document Management
- c) Provide Data Extraction/Capture
- d) Provide Data Integration with other Systems
- e) Provide Data Conversion Services
- f) Ability to automate Risk Rating based on financial and non-financial data
- g) Built in audit module
- h) Provide and configure Workflow
- i) Ability to create and edit User Portfolio and User Provisioning
- j) Construct Embedded Calculations/Analytics
- k) Generate Data Visualization and Reporting

2) **Experience.** Proposer must have minimum of seven (7) years of experience in providing housing asset management software solutions, at least the last three (3) of which has included the provision of a cloud-based hosted system, with capacity to provide quality staff and references, and a long-term client base.

3) **Organizational Capability.** The interested firm must have:

- a) Organization and management structure; and
- b) Financial capability to perform required services

It is estimated that this contract will start on or about March 6, 2017 and end on March 5, 2020. The contract may contain an option to renew not to exceed three (3) years.

Proposers must describe how they meet the minimum and preferred requirements. Expressions of interest may be sent via e-mail to:

Gaurav Channan- Deputy Agency Chief Contracting Officer
channang@hpd.nyc.gov

Office of the New York City Comptroller
100 Gold Street, 8th Floor, Rm # 8B06
New York, N.Y. 10038

Expressions of interest are due August 15, 2016 by 12 PM (ET).