

SOLICITATION OF INTEREST

Title: Solicitation of Interest # C040086 Rental Registry

Database Agency: New York State Department of Health
Office of Public Health
Division of Environmental Health Protection
Bureau of Community Environmental Health and Food Protection

Contract Number: TBD

Contract Term: 10/1/2024-9/30/2029

Date of Issue: August 16, 2024

Due Date/Time: August 30, 2024, 4:00PM EST

County(ies): Statewide

Location: Statewide

Classification: Environmental Health Data System

Opportunity Type: Solicitation of Interest

Description: As part of the Governor's initiative to eliminate childhood lead exposure in New York State, new legislation introduces a statewide rental registry program to identify and remediate lead hazards and increase the number of lead-safe rental units in high-risk areas across the State. New York State Public Health Law (PHL) §1377 requires that the Department of Health (DOH) develop a registry for all residential dwellings with two (2) or more units built prior to 1980, located in areas identified by the Department as Communities of Concern. The Lead Rental Registry Program will serve as a repository of these properties and their owners, mandate routine inspections for lead hazards and lead safety certification of properties and ensure prompt remediation of identified lead hazards.

To build, develop, implement, and maintain this registry, the DOH will require a data system to mine and integrate publicly available datasets (e.g., tax records) to identify eligible properties and property owners and link properties owned by the same parties (owners, agents, corporations, LLCs). Additionally, the system must integrate with local systems of record to track indicators of substandard housing conditions (e.g., code violations, local inspections, etc.) to identify older, substandard, and/or previously noncompliant properties to prioritize for earlier inspection.

This data system must provide a platform to register eligible properties through an interactive map-based application to create a profile for each

property. The registration process must be streamlined and simple for property owners (including those who own multiple properties) to register all eligible properties in a single transaction or user session. Simplified search filters must be available to evaluate property profiles based on owners, property type, and other detailed criteria.

The data system must provide an inspection management tool with customizable workflows to track inspections and lead safety certifications and monitor remediation activities. The data system must send automated notifications to relevant partners at each stage of the process, store files, standardize inspection workflow processes, and aid in the overall management of the rental registry program through automated reporting and tracking. The system must provide real-time reports and data-visualizations to track program implementation and efficacy to identify noncompliance, streamline the workflow process, and ensure accountability and standardization both within and across municipalities.

The system must be customizable enough to both integrate with systems currently in use in municipalities already utilizing a rental registry system or property inspection program, and to function as a standalone, holistic system in municipalities lacking existing registry/inspection programs. Each community of concern should be assisted in developing a prioritization process to identify high-risk properties through a risk-based scoring model using the data sources mentioned above.

The data system must be fully functional and ready for use by August 3, 2025. This includes compiling data, populating the registry, conducting user testing, and training DOH staff and Local Health Department (LHD) grantees.

Expected Activities/Work Performed

1. Design, Build, and Implement a data system for the NYSDOH Rental Registry Program
The successful vendor will work with NYSDOH and LHD grantees to develop and test a comprehensive system as described above. The system must be fully functional and ready for rollout by August 3, 2025.
2. Work with LHD grantees and NYSDOH to customize interfaces for locally appropriate workflow
 - *The successful vendor will assess the needs of each of 21 grantees and work with them to ensure successful local implementation, as well as integration with the broader statewide system.*
 - *The successful vendor will work with NYSDOH and LHD grantees to perform user testing of the system to ensure optimal functionality.*
3. Provide comprehensive training for LHD grantees, partners, and NYSDOH staff
 - *The successful vendor will be responsible for developing and*

providing user training for all aspects of the system including state and local levels, as well as municipal partners and independent contractors using the system.

4. Provide ongoing support and maintenance of the system
 - *The successful vendor will provide all necessary support and maintenance needed to sustain the system beyond the design and implementation phase. The vendor must be open to feedback and committed to continuous improvement of the system.*

Minimum Qualifications

- The vendor must demonstrate the ability to provide all aspects of the system outlined above by providing examples of previous projects that include live, operational, and successful systems.
- The Principal Investigator affiliated with the organization has at least five (5) years of experience collecting and managing large and complex sets of housing data, including data analyses and evaluation projects.
- The organization has a minimum of five (5) years of experience contracting with a government entity.

How to Apply: Interested eligible organizations should submit the Application Cover Sheet (available under the “Documents” tab) and no more than a four (4) page document describing the organization’s background, capacity and experience that demonstrates its ability to conduct the activities as described above. Please include the organization’s mission and values statement. These documents must be submitted via email to Rental.Registry@health.ny.gov no later than 4:00pm EST on 08/23/24.

Funding for this project is contingent on the availability of state funds, and available funding to support this initiative will be limited to the amount(s) appropriate in the enacted State Fiscal Year budgets for this purpose. **This advertisement is not a guarantee or promise of funding.**

The Department reserves the right to withdraw this solicitation and/or issue a competitive procurement.

Contact Information

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