



Request for Information

Environmental Health Software

Please provide information on how your software meets our needs listed below.

Included Programs:

- Food Safety
- Temporary Food
- Septic
- Liquid Waste Hauler
- Pools
- Water Sampling
- Body Art
- Emissions
- Tanning
- Mass Gatherings
- Meth Decontamination
- Other/Miscellaneous

General Requirements

- Billing management, fee schedules, late fees, invoicing (multiple email addresses), etc...
- Online payments
- Permitting (annual and one time)
- Inspecting (offline/no service capable)
- Contacts management (people associated with facilities and certificates of the contacts)
- Facility and inspection list management by program and inspector
- Attachments (documents and photos)
- "Inspector/Manager/Secretary, etc..." role management

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- Client Portal to access pertinent information (inspections, payments, permits, etc...)
 - Fee schedule management
 - Paperless processes
 - Ability to “Close” facilities, but still have access to the data

Specific Program Requirements:

Food Safety

- Facility information along with contacts.
- Contacts may have a Food Safety Manager certification that should have a trackable expiration date.
- FDA compliant Inspection form (with ability to complete the inspections offline or without service.)
- Ability to select different facility type, risk category, inspection frequency, annual or seasonal, etc...
- Ability to attach documents to the facility, such as copies of applications, food safety manager certifications, photos, etc...
- Ability to easily attach photos to the inspection while performing the inspection.
- Ability to specify the type of inspection (pre-operational, routine, complaint, etc...)
- Ability to receive and track complaints against facilities.
- Ability to track permit status, renew them annually, bill them via email, and have the clients able to log in the system, pay their bills, print their permits, and view their past inspections.
- Ability to run reports for things such as: inspections, types of inspections, violations marked, follow-up inspections, facility types, permit status, etc...

Temporary Food

- Facility information along with contacts.
- Ability to set a specific date or range of dates the permit is valid for, with no renewal needed.
- Ability to inspect offline, either using the regular food safety inspection form, or a modified, simplified version of the food inspection form.
- Ability to run reports for things such as: inspections, types of inspections, violations marked, follow-up inspections, etc...

Septic

- Facility information along with contacts.

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- Ability to attach documents to the facility, such as copies of applications, photos, etc...
 - Ability to perform "Feasibility Inspections," "Final inspections," "Additional Site Visits."
 - Ability to issue one time septic system permits, and/or annual operator permits.
 - Ability to run reports with pertinent information.

Liquid Waste Hauler

- Facility information along with contacts.
- Ability to permit (permits expire on a specific date each year,) bill, inspect facilities.
- Ability to inspect without service, or offline.
- Ability to run reports with pertinent information.

Pools

- Facility information along with contacts.
- Contacts may have a Certified Pool Operator certification that should have a trackable expiration date.
- Ability to have multiple bodies of water per location (pool, spa, slide pool, etc...), bill and permit each body of water individually.
- Ability to inspect facilities without service, or offline.
- Ability to attach documents to the facility, such as copies of applications, certified pool operator certifications, photos, etc...
- Ability to import water sample information from a CVS or Excel file, which will then bill the facility for the water samples tested.
- Ability to run reports with pertinent information.

Water Sampling

- Facility information along with contacts.
- Ability to import water sample information from a CVS or Excel file, which will then bill the facility for the water samples tested.
- Ability to run reports with pertinent information.

Body Art

- Facility information along with contacts.
- Ability to bill, permit and inspect facilities as well as bill and permit technicians.
- Contacts may have a Bloodborne Pathogens certification that should have a trackable expiration date.
- Ability to inspect facilities without service, or offline.

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- Ability to run reports with pertinent information.

Emissions

- Facility information along with contacts.
- Ability to bill and permit individual emissions inspectors as well as individual emissions facilities.
- Ability to store and document inspector access codes, expiration, and biennial recertification dates.
- Ability to inspect facilities offline, or without service.
- Ability to run reports with pertinent information.

Tanning

- Facility information along with contacts.
- Contacts may have a Tanning Operator certification that should have a trackable expiration date.
- Ability to bill, permit and inspect the facilities.
- Ability to bill, permit and track "Tanning Operators" (Individuals) as well as facilities.
- Ability to run reports with pertinent information.

Mass Gatherings

- Facility information along with contacts.
- Ability to generate a permit for a specific date or range of dates, and not renew the permit.
- Ability to inspect offline, or without service.
- Ability to run reports with pertinent information.

Meth Decontamination

- Facility information along with contacts.
- Ability to generate a permit for a specific date or range of dates, and not renew the permit.
- Ability to inspect offline, or without service.
- Ability to run reports with pertinent information.

Other/Miscellaneous

- Facility information along with contacts.
- Ability to generate a permit for a specific date or range of dates.
- Ability to run reports with pertinent information.

About Us

Program	# of Facilities	# of Inspections/Year
Food Safety	700	~1400
Temporary Food	300	~300
Septic	250 new per year + 10 operating permits	~300
Liquid Waste Hauler	105	~105
Pools	160	~160 + collect and bill for monthly samples ~1500 samples/year.
Water Sampling	150	No inspections, but collect and bill for ~4500 water samples/year.
Body Art	55 + 125 body art technicians	~55
Emissions	60 Stations 300 Inspectors	Quarterly audit inspections for the stations.
Tanning	15	~15
Mass Gatherings	5-10	~5-10
Meth Decontamination	50	~50
Other Miscellaneous	25	No inspections, just billing and permitting

Questions:

Can we customize the system to our needs at all?

If so, what customizations are available?

What does your system cost, initially and ongoing?

Cost and ability of initial customizations?

Cost of ongoing/future customizations and how that works?

What devices/operating systems does your system work with?

How long has your company been providing this software service?
How many other clients do you have and can you provide references?
What changes do you see your company making with the software in the future?

Please respond to this Request for Information by **May 15, 2024** .
Submissions, questions, responses and any other information you wish to provide can
be via mail or email to:

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