

# **OREGONBUYS BID NUMBER: S-DASOBO-00000463**

## **HEALTH SERVICES ELECTRONIC HEALTH RECORDS SYSTEM**

### **ADDENDUM 1**

#### **SECTION 1: PURPOSE**

The purpose of this addendum is to:

- 1.1 ADD INSTRUCTIONS FOR QUESTIONS & ANSWERS: ROUND 2.**
- 1.2 MODIFY THE COVER PAGE.**
- 1.3 MODIFY SECTION 2.3, OVERVIEW AND PURPOSE**
- 1.4 MODIFY SECTION 3.1.1, MINIMUM QUALIFICATIONS AND REQUIREMENTS.**
- 1.5 MODIFY SECTION 3.2.1.7, PROPOSED KEY PERSONS, STAFFING PLAN AND ORGANIZATIONAL CHART, AND SUBCONTRACTORS.**
- 1.6 REPLACE ATTACHMENT H, SOLUTION REQUIREMENTS.**

#### **SECTION 2: QUESTIONS AND ANSWERS: ROUND 2**

A second round Question and Answer period is being made available for Prospective Proposers to ask clarifying questions to the responses posted for the initial Question and Answer period or to ask additional or new questions.

All questions must:

- Be delivered to the SPC via OregonBuys submission or via hard copy to the SPC
- Reference the OregonBuys bid number
- Identify Prospective Proposer's name and contact information
- Refer to the specific area of the RFP being questioned (i.e. page, section and paragraph number)
  - For questions related to responses posted for the initial Question and Answer period, please reference the original OregonBuys Question Number
- Be received by the due date and time for the Questions and Answers: Round 2 period

**The due date and time for the Questions and Answers: Round 2 period will be 3 Business Days from the publish date and time of this Addendum to OregonBuys.**

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## SECTION 3: MODIFICATIONS

New language is indicated by **bold underlined** font, deleted language is indicated by ~~strikethrough~~ font and [brackets].

### 3.1 COVER PAGE

Department of Administrative Services, Enterprise Goods and Services, Procurement  
Services

on behalf of Department of Corrections

Is issuing this Request for Proposals (RFP) under OregonBuys Bid Number

S-DASOBO-00000463 for

HEALTH SERVICES ELECTRONIC HEALTH RECORDS SYSTEM

Date of Issue: December 14, 2021

Opening Date: **February 10, 2022, 3:00 PM** [January 28, 2022, 3:00 PM]

### 3.2 MODIFICATION OF SECTION 2.3, OVERVIEW AND PURPOSE

#### 2.3.1 Agency Overview and Background

Agency operates correctional institutions and performs functions related to legislatively approved programs for over **12,000** [14,900] adults in custody (“AIC”), within **12** [14] institutions located throughout Oregon. More information about Agency can be found online at <https://www.oregon.gov/Doc/Pages/default.aspx>.

Agency seeks to modernize its current health documentation and delivery processes through the procurement and implementation of an EHR system. With the support of the State of Oregon Senate Bill 843 Workgroup, Agency will procure and implement an EHR through one or more contracts resulting from this RFP. Agency desires one contractor to deliver the Solution, Services, and any goods (e.g., hardware and equipment) necessary for Agency to meet the goals of this project.

#### 2.3.2 Project Overview and Background

Annually, Agency’s Health Services provides medical care, behavioral health services, dental care, substance abuse treatment and medications (collectively “Care”) to more than **20,000** [21,000] patients housed in **12** [14] institutions statewide. Agency also sends patients to hospitals and professional service providers in the various communities for Care. The data generated through the provision of Care is handwritten in paper charts and then manually entered into Agency’s legacy Corrections Information System (“CIS”). This process has made it difficult over the last few years,

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and certainly in 2020 and 2021, for Agency to manage critical health care situations such as the seasonal flu, the Salem water crisis, vaccinations, comorbid conditions, complex care coordination, health care access equity and now COVID-19. In these critical situations, Agency staff find it virtually impossible to be proactive in system wide monitoring of temperature increases, high blood pressure, diabetes or other health indicators in order to effectively identify Care issues in its vulnerable population.

### **3.3 MODIFICATION OF SECTION 3.1.1, MINIMUM QUALIFICATIONS AND REQUIREMENTS**

**3.1.1.2 Key Persons.** Each proposed Key Person must have ~~[current professional credentials and certifications relevant to the respective subject matter expertise of each proposed Key Person, and]~~ a minimum of five (5) years' experience in the assigned field of expertise within the last eight (8) years. ~~[An example of a relevant professional certification is a proposed project manager with current certification as a Project Management Professional ("PMP®") from the Project Management Institute ("PMI").]~~ Key Person roles and qualifications must at minimum encompass the duties of project manager and lead architect.

### **3.4 MODIFICATION OF SECTION 3.2.1.7, PROPOSED KEY PERSONS, STAFFING PLAN AND ORGANIZATIONAL CHART, AND SUBCONTRACTORS**

#### **3.2.1.7 Proposed Key Persons, Staffing Plan and Organizational Chart, and Subcontractors (Scored)**

**Key Persons.** Specify Key Persons to be assigned to the Project and include a current resume (not to exceed two (2) pages each) for each individual. The required resume must demonstrate the individual's qualifications in the context of the academic and professional certifications and credentials, as well as subject matter experience and expertise, needed to conduct the work described within this RFP. Each Key Person must meet the minimum experience requirement as described in Section 3.1.1.2.

Additional Key Person(s) Requirements and Preferences are:

1. Project Management Institute's PMP® certification is **preferred but not** required for project management.
2. Strong project management, business analysis, budgeting, and financial analysis experience and knowledge are required.
3. Experience and knowledge serving as key advisor and partner with business and IT executives in project management strategy and approaches with projects similar to the Project is required including experience in the following:
  - a. Reviewing, making recommendations, and drafting procedures to implement best practices, mature project management practices, and meet requirements.

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4. Demonstrated experience developing, performing, and facilitating system testing activities is required.
5. Strong quality control experience and knowledge required.
6. Demonstrated experience in business analysis for complex information technology projects is required.
7. Demonstrated experience in data conversion/migration, and system integration is required.
8. Experience in the most recent version of the Business Analysis Body of Knowledge, (“BABOK”) guidelines is preferred.
9. Bachelor’s degree or higher in computer science, public administration, business management or another relevant field is preferred.
10. Strong understanding of public sector environment is preferred.
11. Due to the nature of services, Key Person(s) must be available to work on-site as agreed upon between all parties. Unless otherwise designated by Agency, the work site is designated as Agency’s headquarters office in Salem, Oregon.

### **3.5 REPLACEMENT OF ATTACHMENT H, SOLUTION REQUIREMENTS**

Attachment H, Solution Requirements is removed and replaced in its entirety with Attachment H, Solution Requirements, Addendum 1, which reflects the following modifications:

1. Clarifications to the Instructions tab
2. Edits to rows 111 (ID 487), 113 (ID 433) & 127 (ID 436)

## **SECTION 4: PROTEST**

Protests to this addendum must be submitted in the manner required in RFP Section 4.4.2 and are due 3 Business Days from the publish date and time of this Addendum 1 to OregonBuys.

## **SECTION 5: ATTACHMENTS**

**Attachment H:** Solution Requirements, Addendum 1