



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE October 12 2007

PSC#785

CANCER SCREENING INFORMATION SYSTEM (CSIS)
- BUSINESS PROCESS OUTSOURCING

FOR

DIVISION OF PUBLIC HEALTH

Date Due: NOVEMBER 29, 2007
11:00 AM

ADDENDUM # 1

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE
ABOVE MENTIONED BID.

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RFP 785 Answers to Bidder Questions

Pre-bid meeting:

Question 1: Can we have copy of database, source code or table structures?

Answer 1: The following information will be sent to bidders: SFL data definitions and table relationships along with the CDC minimum data elements for breast and cervical portions defined by CDC. Updated data definitions and table relationships will be presented to selected vendor, as SFL is currently implementing prostate cancer screening initiative. At this time, no data will be included.

Question 2: Will IRM provide test platform?

Answer 2: This will be discussed with the selected vendor and will be based on the proposed solution. It is recommended the proposed solution include pricing for a test platform.

Written questions received by October 18th, 4:30 pm:

Page 3, 2.2.1 - SFL clients must be Delaware residents and enroll on an annual basis. **Question:** Based on this statement, is it an annual re-enrollment for every client at the same time or is it a rolling enrollment based on when clients became eligible?

Answer: It is a rolling enrollment based on when client became eligible. Currently, 50% of enrolled clients re-enroll in program on an annual basis.

Page 4, 2.2.1 - Reports will need to be addressed in a joint application development (JAD) session.

Question: How many reports does the Division envision being developed out of the JAD?

Answer: Approximately thirty five (35) reports, this includes the minimum data elements (MDE) report sent to the Centers for Disease Control and Prevention (CDC).

Page 11, 4.1 - General staffing question

Question If our proposed solution does not require any equipment to be located at Biggs Data Center, will staff still be required to be on-site?

Answer: It is not required the vendor to be on-site at the Biggs Data Center if the solution is a hosted third party solution. It is expected that on-site staff as identified in the RFP would be available and have accessibility to the system as stated in the RFP for needed support no matter where located.

Page 18, 4.12.2 - Provide ability for referring healthcare providers to directly enroll clients via the internet.

Question: Please provide further clarification on what referring providers will be expected to perform via the internet.

Answer: This optional functionality, if feasible, would give referring healthcare providers the ability to enter client information and eliminate data entry for SFL staff. The optional process must notify referring providers if a client entered is eligible or ineligible. SFL does not intend to add providers as users of the SFL application, only to capture and append data.

Page 22, 4.13.7 - Costs for such services will need to be shown in the Business Proposal volume, together with a statement that such services will be available for a minimum of five years after the warranty period. Page 34 states that the initial term of the contract is 12 months with the possibility of renewal for up to two additional years contingent

upon funding and additional needs to be addressed. The maximum possible term for the project is three years.

Question: Please clarify how many years will be included in the entire contract at the State's option - three or five?

Answer: At this time, the maximum allowable contract term for this project is three years.

Page 22, 4.13.7 - Identify anticipated 2006-2008 schedule for new releases and updates

Question: Please clarify the years scheduled in the bullet.

Answer: Please replace 2006-2008 with 2008-2010.

Page 22, 4.13.7 - It is critical that the proposed solution include ongoing support services and assurance that all regulatory requirements will be met for DSAMH.

Question: Please clarify the DSAMH reference.

Answer: Please replace DSAMH with DPH, Division of Public Health. The DSAMH is a typographical error.

Page 31 - The bidder shall describe its corporate experience within the last five (5) years directly related to the proposed contract.

Page 39 - Bidder shall list all contracts awarded to it or its predecessor firm(s) by the State of Delaware during the last three years.

Question: Please clarify how many years of experience should be listed.

Answer: A bidder should list up to 5 years of experience; this experience is not limited to projects in the State of Delaware. A bidder is to list on Appendix L form in accordance with section 6.2.7, all corporate experience which may have occurred during the last five years with projects of similar magnitude, including experience with automating medical claims processing, performing medical claims processing, HIPAA, business process outsourcing relationships and an example of an actual client implementation plan. In addition, a bidder must also disclose, using Appendix H form, all contracts awarded to it or its predecessor firm(s) by the State of Delaware during the last three years.