

NEW YORK STATE OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES (OPWDD)
NOTIFICATION OF CHANGES TO THE REQUEST FOR PROPOSAL (RFP)

ELECTRONIC HEALTH RECORD (EHR)

October 15, 2014

The New York State Office for People with Developmental Disabilities (OPWDD) is soliciting proposals for a vendor hosted automated Electronic Health Record (EHR) for OPWDD's state-run and operated residential, clinic, and day service systems. The complete RFP can be found at http://www.opwdd.ny.gov/opwdd_resources/procurement_opportunities

Changes were made to the RFP on October 15, 2014. The changes are as follows:

1. The RFP has been modified to require Bidder's to include the cost of the optional deliverables (the financial tracking and billing feature, state wide training in addition to the required train the trainer approach).
 - a. Section 7.1 items D and E were modified.
 - b. Section 8.5 was modified to reflect scoring associated with the costs and the optional deliverables.
 - c. Section 3.2.7 was modified. Bidders must include the cost for the optional financial tracking and billing feature. Further, the item pertaining to the solution interfacing with SFS (the Statewide Financial System) was removed as the system is not required to interface with SFS at this time.
 - d. Sections 3.2.18 and 3.2.19 further discuss the optional deliverables.
 - e. Attachment 5 titled project Costs has been modified.
 - f. Section 3.2.17 was added to further discuss an additional mandatory deliverable for System Operation and Maintenance.
2. Item E22, located within Attachment 3, was modified to ensure the functionality of the Medication Administration Record (MAR) best meets the unique needs of OPWDD. The MAR must have a print option so that nurses administering medication can document medication passes if and when access to a lap top or computer is not available. Further, the MAR must permit nurses to enter medication orders when the individual resides in, or receives services through, the community setting.
3. The title of the section "Billing Module Systems Features" was changed to "Financial Tracking and Billing" to ensure consistency throughout the RFP. Further, the introductory paragraph discusses proposal submission requirements for the financial tracking and billing component.
4. Section 4 titled Mandatory Bidder Requirements was modified. Bidders must provide OPWDD with documentation of their federal certification no later than the date of contract signing.
5. Item number 9 was added to Section 5 titled Cover Letter Submission. Bidders should attach documentation pertaining to the meaningful use standards to their cover letter.

6. There were minor changes to section 6.1 to include a description of the technical proposal.
7. Section 6.1.4 item Q was modified to provide more information about the optional training deliverable.
8. Section 3.6, which pertains to the training plan, was modified.
9. The introductory paragraph on Attachment 3 has been modified to describe how the Bidders response to Attachment 3 will be incorporated into the evaluation and scoring.
10. Item BA 5 is now a required feature.
11. Hyper links throughout the RFP were corrected.
12. There were changes to section 7, which is the cost proposal, as well as section 8.5 which also relates to the cost evaluation.

Bidders should also monitor the OPWDD website to review additional information available including a document titled the "Current TABS Data Exchange." This information is available through selecting the EHR link through http://www.opwdd.ny.gov/opwdd_resources/procurement_opportunities

Bidders are reminded that all proposals must be received by November 3, 2014 prior to 3:00 P.M. Faxed or emailed bids will not be accepted.

We sincerely thank you for your interest in the EHR RFP.

Sincerely,
Virginia Scott-Adams, Psy.D.
Deputy Director
OPWDD Statewide Services