

NOTIFICATION OF CHANGES TO THE REQUEST FOR PROPOSAL (RFP)

**ELECTRONIC HEALTH RECORD (EHR)**

September 19, 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/EHR RFP September 3 2014](http://www.opwdd.ny.gov/opwdd_resources/procurement_opportunities/EHR_RFP_September_3_2014)

In the event that you are unable to download the RFP from the website, please contact Lisa Davis via email at [Lisa.F.Davis@opwdd.ny.gov](mailto:Lisa.F.Davis@opwdd.ny.gov) so that the document can be provided to you.

**Changes to the RFP were made September 18, 2014** in order to ensure that Bidders do not include costs for "optional deliverables" on the Project Cost form (Attachment 5). While Bidders should describe their ability to provide "optional deliverables" these deliverables will not be considered as part of the project cost.

Changes were made to the following sections of the RFP:

- 3.2.7 Financial Training and Billing located on page 31 of the RFP
- 6.1.4 Training Plan item Q located on page 49 of the RFP
- Attachment 3 Billing Module Systems Features located on page 121 of the RFP

Vendors wishing to respond to the RFP must submit a letter of intent to OPWDD as specified in the RFP by September 26, 2014. A mandatory Bidders Conference will be held October 6, 2014. All proposals must be received by November 3, 2014 prior to 3:00 P.M. Faxed or emailed bids will not be accepted. Please see the RFP for specific information pertaining to the submission of questions, proposal submission requirements, and the procurement timetable.

All questions about the RFP should be submitted in writing by September 26, 2014. Questions may be emailed to or mailed to:

NYS Office for People With Developmental Disabilities (OPWDD)  
Contract Management Unit  
Attention Lisa Davis  
44 Holland Avenue, Third Floor  
Albany, New York 12229-0001  
Email: [Lisa.F.Davis@opwdd.ny.gov](mailto:Lisa.F.Davis@opwdd.ny.gov)

Sincerely,

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