

**Fund for Public Health in New York City
Request for Proposals (RFP) for
ELECTRONIC LABORATORY REPORTING ENHANCEMENTS FOR COVID-19
Addendum #2**

January 27, 2021

This Addendum contains responses to all questions received by FPHNYC on or before January 21, 2021.

Except as otherwise stated in the attached and by any prior or subsequent Addenda to the above-referenced RFP, the solicitation remains unchanged.

Please note that the submission due date for applications remains February 10, 2021 at 11:59 p.m. EST.

I. Answers to Questions Received about the RFP:

Answers to questions received by DOHMH are contained in Annex A.

I. Changes to RFP Attachments:

The following sections of the RFP have been revised and replaced as follows. **Proposers are required to use the new forms/sections in their application packages, or their application may be found non-responsive.**

Attachment A: VENDOR PROPOSAL FORM has been made available in MS Word format. A separate Word file has been posted with the rest of the RFP documents located at <https://fphnyc.org/get-involved/requests-proposals/>. Please note that completed proposal packages, including all required forms, must be submitted in PDF format.

Attachment B: APPLICANT ELIGIBILITY QUESTIONNAIRE has been made available in MS Word format. A separate Word file has been posted with the rest of the RFP documents located at <https://fphnyc.org/get-involved/requests-proposals/>. Please note that completed proposal packages, including all required forms, must be submitted in PDF format.

Attachment C: REFERENCE FORM has been made available in MS Word format. A separate Word file has been posted with the rest of the RFP documents located at <https://fphnyc.org/get-involved/requests-proposals/>. Please note that completed proposal packages, including all required forms, must be submitted in PDF format.

Attachment D: PRICE PROPOSAL FORM has been made available in MS Word format. A separate Word file has been posted with the rest of the RFP documents located at <https://fphnyc.org/get-involved/requests-proposals/>. Please note that completed proposal packages, including all required forms, must be submitted in PDF format.

Attachment E: ACKNOWLEDGEMENT OF ADDENDA has been revised to reflect the issuance of this Addendum. Please see Annex B to this Addendum. **Proposers are directed to use this version of the Acknowledgement of Addenda to submit their applications.**

**Fund for Public Health in New York City
Request for Proposals (RFP) for
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Addendum #2**

RFP Q&A

Below are answers to the questions received by FPHNYC in writing by the Questions Due Date of January 21, 2021. Proposers are advised to read all questions and answers in order to have the most complete information.

Answers provided in writing herein should be considered the final and official responses to these questions.

Question 1: Does the scope for implementing the solution include data sources from all RHIOs or limited by region? (for example, we need to only connect to PHL and RHIOs in NYC)

Answer 1: The goal is to connect to all RHIOs in NY state, but we will start with PHL and RHIOs in NYC.

Question 2: Do the contents of PDFs need to be stored as discrete data? (for example, do we need NLP services or do they just need to be saved as-is)

Answer 2: Presently, the PDFs are stored in a binary, unreadable format. Yes, they will have to be formatted in a readable format.

Question 3: Can you confirm whether all laboratories are following CDC recommended COVID-19 results reporting? Will they always include WGS information? If they do not - do we need to set up separate rules on handling them?

Answer 3: We receive reporting on standard HL7 file (HL7 2.5.1) from NYS so there is no need to consider multiple formats from lab. For the most part, all result reporting is in standard files yet there are variations in completeness.

Question 4: Does “Upgrade” mean including the COVID reports module or adding reporting to the existing reporting framework?

Answer 4: Yes. The upgrade needs to accommodate the new reporting due to the volume of new non-laboratory point-of-care reporters to the framework. COVID will reporting with the new or existing framework.

Question 5: Please confirm that any new software purchase (aside from evaluation) will be procured as a separate scope item.

Answer 5: Any new software purchase will be part of this procurement; it will not be separate.

Question 6: Can the forms be provided in Microsoft Word Format for easier and cleaner completion?

Answer 6: The following forms will be made available in MS Word:

- Attachment A: Vendor Proposal Form
- Attachment B: Applicant Eligibility Questionnaire
- Attachment C: Reference Form
- Attachment D: Price Proposal Form

A separate Word file has been posted with the rest of the RFP documents located at <https://fphnyc.org/get-involved/requests-proposals/>. Please note that completed proposal packages, including all required forms, must be submitted in PDF format.

Question 7: Should respondents add hours for subcontractors in the price sheet as well? Currently there is a place to break down hours only for the prime contractor.

Answer 7: The Price Proposal Form, Attachment D, does include a section for subcontractor pricing at the bottom of the form.

Question 8: Please confirm that any new software purchase (aside from evaluation) will be procured as a separate scope item.

Answer 8: Any new software purchase will be part of this procurement; it will not be separate.

Question 9: How do you define “within the New York City area”?

Answer 9: Under Addendum #1 issued on 1/22/21, the minimum requirements for applicants under this RFP have been revised to the following:

- Be based in the U.S.;
- Be available to provide services remotely within the U.S. and visit NYC DOHMH’s offices for in-person meetings as needed to accomplish the tasks required under the Scope of Work;
- Have a minimum five (5) years of experience with surveillance systems, electronic laboratory reporting (ELR), and electronic case reporting similar in size and scope to this RFP;
- If awarded, agree to enroll as a City of New York approved vendor; and
- Demonstrate that necessary insurance coverage, including Commercial General Liability and Worker’s Compensation, is in place from the start of the contract.

Question 10: What is meant by “must have a NY presence”?

Answer 10: See answer to Question 9.

Question 11: How many end users are expected to use the proposed solution?

Answer 11: The solution will serve the entire Division of Disease Control (DDC) at the NYC Health Department. Improvements will impact all ELR data processing, an estimated 100+ users.

Question 12: Who are the intended end users of the requested solution? Can you describe their current workflows and their pain points?

Answer 12: The different programs within the Division of Disease Control, such as the Bureau of Immunization, Bureau of Communicable Disease, Sexually Transmitted Disease, Bureau of Tuberculosis, etc., use ELR data flow diagram that includes the Disease Registries (see the ecosystem diagram in the RFP). The pain point would be at ECLRS & EDRI database level, more so EDRI since it feeds into the disease registries.

Question 13: How many tests are expected to be received per day and the peak number of files per hour? What will be the average and maximum file size?

Answer 13: Counting all tests in ECLRS, avg results=250K; avg mgs=125K; avg files=12K

Question 14: How many existing COVID-19 testing sites need to be integrated?

Answer 14: All sites are already integrated; no additional work is needed to integrate in the current production environment.

Question 15: How are testing sites defined? Does each CLIA correspond to only 1 testing site, or can one CLIA correspond to a group of testing sites?

Answer 15: CLIA defines the testing sites. There may be a CLIA that sends on behalf of multiple testing sites; those other sites may be defined in another field in the HL7.

Question 16: Have existing COVID-19 testing sites been contacted by NYC DOHMH, and are they already reporting to NYC DOHMH in any capacity?

Answer 16: Yes

Question 17: How many new COVID-19 testing sites are anticipated? Is the vendor expected to onboard future sites, or will the NYC DOHMH team handle onboarding of future sites?

Answer 17: NYC DOHMH is handling all onboarding; no additional work effort is needed to incorporate data into production. The amount of additional sites is unknown as registering for CLIA waiver and testing equipment is ongoing by the larger health provider community.

Question 18: Who is expected to fix errors or address failed messages during implementation and during production phases?

Answer 18: The ELR coordinators

Question 19: How many RHIOs need to be integrated?

Answer 18: Currently, there are 6 RHIOs in New York State (<https://www.nyehealth.org/shin-ny/qualified-entities/>).

Qualified Entities (QE) - New York eHealth Collaborative

A Qualified Entity, or regional health information organization, is a regional network where electronic health information is stored and shared. The QEs in each enroll participants within their community, including those from hospitals, clinics, FQHCs, home care agencies, payers, and ambulatory practices, among others, providing core services so they can access and exchange electronic health ...

www.nyehealth.org

Question 20: The RFP Requirements document mentions that DOHMH receives HL7 2.5.1 with PDF attachments, can you share some samples of the PDF attachments? Will the content of all PDF attachments be in the same format/layout? Is it possible to share samples?

Answer 20: The PDF attachments are in Base64 and are embedded in XML messages. Below is the screenshot:

```
<OBX>
<OBX.1>5</OBX.1>
<OBX.2>ED</OBX.2>
<OBX.3.4>PDF Report</OBX.3.4>
<OBX.3.5>PDF Report</OBX.3.5>
<OBX.3.6>L</OBX.3.6>
<OBX.5.1>QTE</OBX.5.1>
<OBX.5.2>Image</OBX.5.2>
<OBX.5.3>PDF</OBX.5.3>
<OBX.5.4>Base64</OBX.5.4>
<OBX.5.5>JVBERi0xLjcgCiXi48/TIAoxIDAgb2JqIAo8PCF
```

Question 21: If the term of the contract is extended beyond October 2022, will the project funding remain the same?

Answer 22: Yes

Question 22: We have a proven, SAAS solution that has been deployed for multiple state departments of health for their ELR and COVID-19 Reporting. Is DOHMH open to a COTS solution and if so, would a SAAS or perpetual license structure be preferred?

Answer 23: We welcome proposals from vendors containing different solutions.

**REVISED ATTACHMENT E
ACKNOWLEDGEMENT OF ADDENDA**

INSTRUCTIONS: Complete Part I OR Part II as applicable; complete, sign, and date in Part III.

Part I – Acknowledgement of Receipt of Addenda

Listed below are the dates of issue for each Addendum received in connection with this RFP:

Addendum #1: Dated **January 22, 2021**

Addendum #2: Dated **January 27, 2021**

Addendum #3: Dated _____

Addendum #4: Dated _____

Addendum #5: Dated _____

Addendum #6: Dated _____

Addendum #7: Dated _____

Addendum #8: Dated _____

Addendum #9: Dated _____

Part II – Acknowledgment of No Receipt

_____ No Addenda were received in connection with this RFP.

Part III – Signature

_____ Signature of Authorizing Official	_____ Date
_____ Bidder/Proposer (Name of Firm)	