11/30/12

TO: ALL PROSPECTIVE PROPOSERS
FROM: David Freeman, Deputy Purchasing Agent
SUBJECT: REQUEST FOR PROPOSAL NO. RFP 12-15
AMBULATORY ELECTRONIC HEALTH RECORD AND PRACTICE MANAGEMENT SYSTEM

Ladies and Gentlemen:

Enclosed please find subject Request For Proposal.

Sealed responses are to be received no later than 4 P.M. PST, FRIDAY, January 25, 2013. Please return your Proposal in a sealed envelope with the RFP number and the date and time of RFP opening.

Mail or deliver your response by the above date and time to the following address:

San Joaquin County

Purchasing and Support Services
County Administration Building
44 N. San Joaquin Street, Suite 540
Stockton, CA 95202

If you have any further questions, please contact me at (209) 468-7007.

Sincerely,

David Freeman
Deputy Purchasing Agent
County of San Joaquin
REQUEST FOR PROPOSAL  
RFP # 12-15  

AMBULATORY ELECTRONIC HEALTH RECORD  
AND PRACTICE MANAGEMENT SYSTEM  

DUE: Friday, 1/25/13 at 4 P.M.  

San Joaquin County  
Purchasing and Support Services  
44 N. San Joaquin Street, Suite 540  
Stockton, CA  95202-2931  

BUYER: David Freeman, dfreeman@sjgh.org, 209-468-7007
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**KEY ACTION EVENTS AND DATES**

Listed below are the events and dates for this RFP. All dates are subject to revision.

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<th>Event No.</th>
<th>Description</th>
<th>Date</th>
</tr>
</thead>
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<tr>
<td>1</td>
<td>Release of RFP</td>
<td>Friday, 11/30/12</td>
</tr>
<tr>
<td>2</td>
<td>Last day for Proposers to submit questions</td>
<td>Friday, 12/21/12</td>
</tr>
<tr>
<td>3</td>
<td>Last day for County to answer questions</td>
<td>Friday, 1/11/13</td>
</tr>
<tr>
<td>4</td>
<td>Proposal is due no later than 4 P.M. PST</td>
<td>Friday, 1/25/13</td>
</tr>
<tr>
<td>5</td>
<td>Award</td>
<td>TBD</td>
</tr>
</tbody>
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INTRODUCTION SHEET

The County of San Joaquin is soliciting this Request for Proposals (RFP) for its San Joaquin General Hospital Division of Ambulatory Care Services. Prospective Proposers are responsible for having full knowledge of this project and all issues affecting it.

PURPOSE:

This RFP is the first step for San Joaquin General Hospital (SJGH) in procuring an ambulatory Electronic Health Record (EHR) and Practice Management System (PMS). For purposes of this project, the term PMS includes those systems that contain functionality related to ambulatory scheduling, registration, billing, coding, and claims generation and submission. The purpose of this RFP is to understand the EHR/PMS from the proposer’s perspective with regard to functional and technical capabilities and to receive associated pricing. The proposer should take this opportunity to present the key attributes of their system, as well as the methodology of why an ambulatory EHR/PMS needs those attributes.

BACKGROUND:

Background of Facility

San Joaquin General Hospital, originally established in 1857, is a general acute care facility providing a full range of inpatient services including General Medical/Surgical Care, Comprehensive Emergency Care, High-Risk Obstetrics and Neonatal Intensive Care, Pediatrics, and Acute Physical Medicine and Rehabilitation. In addition to the 197-bed hospital, the medical campus includes multiple facilities dedicated to comprehensive outpatient services including three primary care clinics comprising family medicine and internal medicine, pediatrics, OB/GYN, as well as a number of specialty clinics (including the full spectrum of medical and surgical sub-specialties). Three ACGME-accredited residency programs comprising approximately 50 resident physicians are also contained within the hospital and clinics: internal medicine, family medicine, and general surgery. The Ambulatory Care Services (ACS) strategic plan also includes conversion of the three primary care clinics and the OB/GYN clinics into FQHC-Look Alike clinics in the next fiscal year. In total, the hospital’s ambulatory services department employs approximately 100 FTE clinical providers (including resident physicians) that provide approximately 200,000 outpatient visits annually.
SCOPE OF SERVICE/WORK OR PROJECT

**Project Goals and Objectives**

The EHR/PMS implementation should accomplish the following goals:

- Improve the overall efficiency of the ambulatory clinics (workflow).
- Improve the quality of clinical documentation.
- Provide adequate clinical decision support that is evidence-based and customizable.
- Support the technological requirements for satisfaction of meaningful use and NCQA PCMH recognition (See Appendices J and K).
- Provide for the optimum methods of communication between providers and ancillary staff.
- Support e-prescribing, including controlled substances.
- Provide ready access to patient education.
- Generate comprehensive and customizable visit summaries and care plans.
- Provide a comprehensive appointment scheduling system. This scheduling system should be capable of supplying an appointment extract file for use by our Teletask automated reminder recall system. Data elements to be provided should include patient name, patient phone number, clinic name, appointment date/time and language preference.
- Provide a host of business intelligence tools and dashboards to support clinical operations including metrics surrounding productivity, access, and continuity.
- Gain cost savings with regard to scanning/printing and FTE reduction.
- Contribute toward a truly integrated healthcare delivery system.
- Improve the teaching functions of the facility and the educational mission of the residency programs.
- Improve patient care.
- Eliminate problems caused by charts being in one place at a time.
- Provide the best storage solution for clinical documentation and diagnostic results.
- Interface with our acute/hospital EHR, revenue cycle and ADT information system, chronic disease registry, lab, pharmacy, and RIS/PACS.
- Cooperate with our single sign-on solutions (Imprivata One Sign being the current primary).
- Cooperate with our digital signature workflows in other hospital information systems.
• Provide integrated access to PACS images and reports.
• Provide ease of use.
• Purchase a stable solution.
• Support FQHC and other reporting burdens.
• Provide canned templates and macros that are customizable.
• Provide security and audit log features that enhance HIPAA compliance and reporting.

Potential Project Challenges

• Effectiveness of the system’s redundancies in case of downtime.
• Staying within operating/capital budget to accomplish goals and objectives.
• Learning curve for end-users and related productivity/revenue losses.
• Change management and adoption concerns; goal is “all must use”.
• Data and information security.
• Disaster recovery.
• Future upgrade considerations.
• Interfacing challenges with other hospital information systems.
• Digital signature workflows given the existence of other e-signature environments in existing hospital information systems.
• Ability to accept back-end HL7 ADT from existing hospital information system as single source of MRN and patient account number in a manner that is transparent to the user-facing experience.
• Ability to funnel claims output to both electronic submission clearinghouses as well as the hospital’s existing revenue cycle management solution as dual targets.

Functional Systems Diagrams

San Joaquin General Hospital and its clinics utilize information systems comprised of applications from multiple vendors. The core registration, revenue cycle management, laboratory, in-patient pharmacy, order entry and in-patient EHR applications are provided by NTT Data (formerly Keane) via their Optimum and i-Med family of products. Current clinic scheduling, surgical scheduling, surgical charting/reporting, materials management and nurse staffing functions are provided by McKesson via their ORSOS One Call, Pathways Healthcare Scheduling, Horizon Surgical Management, Pathways Materials Management and ANSOS.
One Staff products. PACS/RIS applications are from Carestream, chronic disease registry is i2iTracks from i2iSystems, dictated/transcribed reports are from MModal’s Document Enterprise Platform, discharge instructions/patient education are from ExitCare and care management/healthcare analytics are via ACS Midas+.

The hospital is currently migrating its AP/GL functions to the PeopleSoft system used by the County of San Joaquin. The Practice Management System should at least provide interfaces for batch transaction processing with PeopleSoft where appropriate.

Appendix D shows current HL7 message flows between the various application modules currently in use at SJGH. The EHR/PMS will connect to the SJGH Mirth interface server for sending/receiving HL7 messages with other systems. Appendices E-I provide sample HL7 message formats currently in use for several message types.

SJGH runs servers that utilize Windows Server, AIX and Linux host operating systems. Active Directory is our primary access control catalog and we prefer applications that can use LDAP query with Active Directory to establish user permissions to specific applications. If an application maintains its own local user access controls it must be compatible with the Imprivata One Sign single sign-on application in use at SJGH. SJGH also uses Citrix XenApp for terminal services and VMWare for host virtualization. The EHR/PMS must be Citrix XenApp compatible (for use on thin clients in addition to dedicated PC’s) and we strongly prefer that any server required by the EHR/PMS can be deployed as a virtual host under VMWare. Database servers can require that they be based on physical machines.

**EHR/PMS System Requirements**

- **Accept the following inbound data streams:**
  - HL7 ADT from Patcom (single source of MRN and patient account number)
  - HL7 ORU from Lab
  - HL7 ORU from RIS/PACS
  - Encapsulated PDF via HL7 from other vendor applications
  - CCD from any external source
  - Dictated/Transcribed reports from DEP/M-Modal
  - EyePACS
- Generate the following outbound data streams
  - Outbound electronic claims submission to payer/clearinghouse
  - HL7 DFT to Patcom (for entry into GL)
  - HL7 ORM to Lab
  - HL7 ORM to Pharmacy
  - HL7 ORM to RIS/PACS
  - E-prescribing to Dr. First or Surescripts/RxHub
  - CCD to any external target
  - Encapsulated PDF via HL7 to Keane iMed
  - Encapsulated PDF via HL7 to BottomLine Optio QuickRecord
  - Vital Signs via HL7 to i2iTracks
  - Custom HL7 to i2iTracks
  - Outbound CCD response to authorized HIE query

**Ambulatory EHR Guarantees**

1. **Functionality Guarantee**
   Due to the significant investment of the technology, San Joaquin General Hospital and its clinics requests that Proposer provide a written guarantee that the purchased Ambulatory EHR equipment (hardware, interfaces and software) will perform as indicated to the customer in the RFP response. (format issue)
2. **“Meaningful Use” Guarantee**
Proposer must commit in writing that the Ambulatory EHR solution recommended is certified to meet the functionality, interoperability, security and reliability standards established by the Certification Commission for Healthcare Information Technology (CCHIT) for an Ambulatory EHR. This certification must be current and from one of the Office of the National Coordinator - Authorized Testing and Certification Bodies (ONC-ATCBs). Proposer will also commit in writing that their recommended solution will continue to be certified by an ONC-ATCB to meet all new or revised standards for an ambulatory EHR adopted by CCHIT for at least five years after installation at San Joaquin General Hospital and its clinics. If Proposer is recommending a solution that only meets some of the current CCHIT standards they must identify in writing what standards are currently met, what standards are not and their commitment to be fully compliant by a specific date.

3. **Delivery and Installation Guarantee**
Proposer must commit in writing a guaranteed time from when purchase order is issued to delivery and installation of system, at which time the customer can “go-live” with Ambulatory EHR and qualify for Stage 1 EHR incentives under applicable CMS and Medicaid healthcare information technology incentive programs. Written guarantee to include provisions for refunding County payments should guaranteed time not be met.
COST STRUCTURE PROPOSAL

COST PROPOSAL:

Cost proposals are to be provided in the manner described herein and submitted in a **separate sealed envelope**. The cost proposals include both the line-item matrix and the formal discounted proposals, including maintenance, as outlined below.

**Line-Item Matrix**

The line-item matrixes to be completed for this section are located in Exhibit C. SJGH envisions a project comprised of three rapidly successive phases – phase 1 for the installation of the Practice Management System, phase 2 for installation of the Electronic Health Record and phase 3 for installation of options recommended by the vendor and accepted by SJGH (such as a Business Intelligence module for data mining and reporting of information collected by PMS and EHR modules). Further instructions for the line-item matrixes follow:

**LINE-ITEM MATRIX/PRICING**

In order to compare the responses by each proposer to the matrixes line-item pricing must be completed. The purpose of this pricing is to have a method for comparing the individual responses to the RFP through a line-item method. **All pricing in the line-item matrixes should be your best and final pricing.** Any discounts applicable to San Joaquin General Hospital should be reflected in the proposal. The matrixes have eleven columns. They are:

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qty.</td>
<td>Quantity for that particular piece of equipment (hardware, interface or software).</td>
</tr>
<tr>
<td>Items Affected</td>
<td>The item number from the System Diagram that represents the particular equipment needed to address the functionality of that item number. Every item number on the diagram must be represented in the line-item matrix.</td>
</tr>
<tr>
<td>Product Number(s)</td>
<td>Vendor product number(s) of the equipment/services to be supplied. This will assist us in cross-referencing the line-item matrixes to the formal quotations.</td>
</tr>
<tr>
<td>Equipment Name</td>
<td>Name of the Equipment (hardware, interface or software) to be supplied.</td>
</tr>
<tr>
<td>Manufacturer</td>
<td>Manufacturer for that particular piece of equipment.</td>
</tr>
<tr>
<td>Specifications</td>
<td>Detailed specifications of that particular piece of equipment.</td>
</tr>
<tr>
<td>Description of Function</td>
<td>A brief written account of how the equipment functions within the PMS or AMBULATORY EHR.</td>
</tr>
<tr>
<td>Column</td>
<td>Description</td>
</tr>
<tr>
<td>--------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Hardware Unit Price</td>
<td>List unit cost of the equipment hardware that can be purchased as hardware only.</td>
</tr>
<tr>
<td>Software Unit Price</td>
<td>List unit cost of the software required to run the equipment that can be purchased as software only.</td>
</tr>
<tr>
<td>Total Unit Price</td>
<td>Formula in the matrix adds the Software List Unit Cost and the Hardware List Unit Costs. For Proposers that do not separate the costs, simply type in the total list unit price here.</td>
</tr>
<tr>
<td>Total Price</td>
<td>Formula in the matrix multiplies the Total List Unit Price by the Quantity.</td>
</tr>
</tbody>
</table>

All item numbers from each System Diagram must be accounted for on their corresponding line-item matrix to ensure connectivity. In short, **every** item number on each of the diagrams **must be accounted for on the line-item matrix**. Please use the denoted item numbers (not the actual name of the piece of equipment) for the Items Affected column of the line-item matrix. A single item number may have more than one line on the matrix associated with it. Simply denote the item number again in the Items Affected column. **Each line-item must include all furniture and any UPS necessary to complete that specific piece of the equipment** (i.e. racks for servers). Also, all specifications for each piece of equipment must be listed in their entirety. This is especially important for line-items referring to local storage (RAID) or SAN capabilities. Specifications should include the size of the local RAID or SAN volume(s) and the storage class (i.e. RAID 5, RAID 10, etc.). See Sample Matrix included in the Excel document.

**Vendor Proposal/Network Layout**

1. **Formal Purchase Proposal for Essential Equipment**
   Based on Proposer’s knowledge of the needs of San Joaquin General Hospital for AMBULATORY EHR, Proposer is to provide their recommended system diagram accompanied by Proposer’s formal proposal (on Proposer letterhead) and include all items and pricing deemed necessary to complete this project, whether or not specifically requested in the RFP. Proposer shall submit one proposal for the initial Practice Management System Purchase (show as “Diagram 1”), a second proposal for the AMBULATORY EHR Purchase (show as “Diagram 2”) and a third proposal for the Future Considerations (as show as “Diagram 3”). These proposals should only address the functionality requested in the System Diagrams. Whereas the line-item pricing must be best and final pricing, the Proposer purchase proposal should reflect all applicable discounts. Proposals should include all items such as training, installation, etc. necessary to complete the project. Also everything included in the proposals should be cross-referenced to the item numbers on the System Diagrams so that it is easy to identify the individual system components in the proposal in order to
ensure that the system configuration being quoted meets the needs of San Joaquin General Hospital and its clinics. These proposals will be one of the items evaluated closely before awarding the AMBULATORY EHR.

2. **Additional Options**

   The options proposal should include the Proposer’s recommendations for features that are not part of the standard Practice Management System or Ambulatory EHR modules. This may include items such as expanded reporting options, clinical dashboards, health information exchange toolkits or business intelligence / data warehousing capabilities. It may also include all other options not specifically requested in the RFP but which you offer and which may be purchased by San Joaquin General Hospital. These outlined options should also be on Proposer letterhead and include best and final discounted pricing. Any options proposed will be evaluated before awarding the AMBULATORY EHR.

3. **Optional Alternate Proposal**

   A separate purchase proposal can be submitted, if desired, outlining an alternate configuration for the AMBULATORY EHR purchase. This proposal should also be on Proposer letterhead and include discounted pricing. An alternate purchase proposal will be evaluated before awarding the AMBULATORY EHR. San Joaquin General Hospital will determine the merits of the alternate proposal and decide whether to pursue said configuration/proposal further.

4. **Maintenance Agreement Proposals**

   Based on the items included in item 1 above, Proposer is to provide a four-year, after warranty maintenance agreement proposal for each phase of the project (i.e. exact annual maintenance cost from the AMBULATORY EHR implementation until the end of years). Hours of coverage should be 8AM to 5PM Monday through Friday. These proposals should include all terms and conditions; and the pricing should reflect any discounts available to San Joaquin General Hospital.

Having reviewed the contract documents and the site(s) of the work, proposer hereby proposes to furnish all work, labor, materials, transportation, equipment and services necessary including State of California and local sales or use taxes, license or permit fees, if any.

If awarded the contract, work will commence on the first working day following receipt from the County of the Notice to Proceed.

**Pricing shall be valid for a minimum of 120 days from beginning of opening.**
GRADING CRITERIA

Following the deadline for receipt of proposals, all proposals submitted will be analyzed and reviewed by a review panel consisting of representative(s) of the Ambulatory Care Services Division, SJGH Information Systems, Purchasing and Support Services Department and other appropriate stakeholders.

In the RFP process, the County reserves the right to negotiate a contract based on all factors involved in the written proposal without further discussion or interview.

Proposals will be evaluated for cost and compliance with all requirements set forth in this RFP, including timely submission and provision of all documents requested; and for the following minimum requirements:

Each response shall be compared to all responses. The evaluation process for awarding the EHR/PMS agreement will be in five categories. These categories are:

1. Answers to RFP Questions, shown in Exhibit B.

2. Line-Item Pricing Matrixes

3. Proposer’s Formal Proposal(s) with Applicable Discounts (Submit in separate sealed envelope)

4. Formal Maintenance and Service Agreement Proposal Pricing (Submit in separate sealed envelope.)

5. Guarantees

This RFP should be considered a best and final. San Joaquin General Hospital reserves the right to make their decision solely based on the initial proposals in response to this RFP. San Joaquin General Hospital reserves the right to negotiate with any or none of the respondents. As part of the negotiation process, San Joaquin General Hospital may request a site visit at a site with a similarly configured EHR/PMS
solution. San Joaquin General Hospital further reserves the right to reject, at any time, any RFP response without providing justification to respondent.
GENERAL PROPOSAL REQUIREMENTS

1. CONTRACTOR RESPONSIBILITIES:

All procedures and services must be in compliance with all Federal, State, and County Local Laws and Regulations. The Contractor will be responsible for the following:

2. BASIS FOR SELECTION AND CONDITIONS

The responsiveness, competency and responsibility of Proposer and of their proposed subcontractors will be considered in making the award of contract. Any Proposer before being awarded a contract may be required to furnish evidence satisfactory to the County that Proposer and their proposed subcontractors have sufficient means and experience in the type of work called for to assure completion of the contract in a satisfactory manner. The County reserves the right to reject the proposal of any Proposer as not responsible and not qualified to do the particular work under consideration who have previously failed to perform properly or to complete on time contracts with the County of a nature similar to this project. Other factors that may be considered by the County to determine a responsible proposal and the overall capability of the Proposer to satisfactorily complete the work under consideration may include, but are not limited to: insufficient experience, experience on other public projects, experience doing the same type of work, length of tenure and capacity with bonding or insurance company, financial stability, and whether a Proposer has been terminated on other projects.

A responsive proposal is one that meets all terms, conditions, and specifications of the RFP. The bid must comply with the content requirements of the RFP documents. The Proposer must perform and do what the RFP documents and contract required and said they must do, whether it be pricing in a certain way, attending a mandatory pre-bid conference, providing bonds, etc. Other examples where a proposal might be declared and found to be non-responsive include:

- Proposal is substantially incomplete
- Proposal is not signed
- Proposal is delivered late
- No acknowledgement of critical addenda
- Significant discrepancies appear in the response

A responsive proposal conforms to RFP specifications. However, a proposal which substantially conforms, though not strictly responsive, to a call for proposals may be accepted if the variance cannot have affected the amount of the proposal or given a Proposer an advantage or benefit not allowed other Proposers or, in other words, if the variance is inconsequential. The County reserves the right to reject any and all proposals or alternatives and waive any informality or irregularity in the proposals or in the bidding, and to determine responsiveness and responsibility of Proposer, including but not limited to those areas mentioned above.
3. The County of San Joaquin has a 5% local vendor preference; however the preference shall not exceed $7,500.00 per bid. Click on the link below to view San Joaquin County’s Policy and Procedures.

http://www.sjgov.org/SupportServ/dynamic.aspx?id=10217

4. SAN JOAQUIN COUNTY GREEN PURCHASING POLICY:

San Joaquin County has a Green Purchasing Policy, please click on the link to view.

http://www.sjgov.org/SupportServ/dynamic.aspx?id=10128

5. SUBMITTAL FORMAT

A. Forms to be included in your response are listed below:

1) Identification Sheet
2) W-9
3) Licenses / Certifications as required
4) References
5) Addendum(s)

Vendors are to indicate acknowledgement, sign, and return Addendum(s) with their response. The County reserves the right to reject any responses deemed to be non-responsive.

6) One (1) copy of proposal clearly marked “ORIGINAL” and six (6) copies clearly marked “COPY”. An “electronic” copy of the proposal is also to be submitted.

B. RFP response data to be included in your response are listed below:

1) Electronic Copy (in Word) of the RFP Questions (EXHIBIT B)
2) Electronic Copy (in Excel) of the Line-Item Matrixes (EXHIBIT C)
3) Formal Purchase Proposal(s)
4) Formal Maintenance Proposals
5) Guarantees

NOTE: Submittals for items 3-5 above not to exceed 25 total pages.

6. SPECIFICATION CHANGES:

The County may, during the proposal period, advise the Proposer in writing of additions, omissions, or alterations in the specifications. Changes shall be included in the RFP and become part of the specifications as if originally submitted.

7. AMENDMENTS:

No one is authorized to amend this proposal in any respect, by an oral statement, or to make any representation or interpretation in conflict with the provisions of this RFP. If necessary, supplementary information in addendum form will be prepared.
and posted on the “Purchasing Open Bids” website. It is the Proposer’s responsibility to obtain, sign and submit all addendum(s) for the RFP at:

http://www.sjgov.org/supportserv/Control/PurchasingBids.asp

Failure of Proposer to not submit signed addendum(s) with their proposal shall be cause for rejection.

Any exceptions taken to this RFP shall be clearly stated in writing.

9. **RFP WITHDRAWAL:**

Any Proposer may withdraw their proposal, either personally or by written request, at any time prior to the date and time due.

10. **RIGHT TO REJECT PROPOSALS:**

San Joaquin County reserves the right to reject any and all proposals, or any part of a proposal; to waive minor defects or technicalities; or to solicit new proposals on the same project or modified project, which may include portions of the original RFP document, as the County may deem necessary and in its best interest. False, incomplete or unresponsive statements in connection with a submitted proposal may be sufficient cause for rejection. The County will be the sole judge in making such determinations.

11. **EXAMINE SPECIFICATIONS:**

Proposer shall thoroughly examine and be familiar with the specifications herein. Failure or omission of any Proposer to receive or examine any form, instrument, addendum or other document, or become acquainted with existing conditions, shall in no way relieve Proposer from any obligations with respect to Proposer’s offer or to the contract. Submission of a proposal shall be taken as prima facie evidence of compliance with this section.

12. **SITE INSPECTION:**

Proposers shall have examined the work sites, and shall be responsible for having acquired full knowledge of the job and of all issues affecting it. No variations or allowances from the contract sum will be made because of lack of such examination.

13. **ALL RFP DOCUMENTS PART OF FINAL CONTRACT:**

Any RFP documents, letters and materials submitted by the Proposer shall be binding and included as part of the final contract. Unauthorized conditions, limitations or provisions attached to proposals may cause its rejection.

14. **EXCEPTIONS:**
Any exceptions to this RFP must be stated in your proposal. It is otherwise assumed that the wording within this document is acceptable and agreed to by the Proposer.

15. **RESULTING CONTRACT:**

Through the RFP process, the County reserves the right to negotiate a contract based on all factors involved in the written proposal without further discussion or interview.

The performance of the contract resulting from this proposal shall be governed, construed and interpreted according to the laws of the State of California.

Terms and Conditions of a resulting contract shall be those of Exhibit A “Sample Contract”. Any contentions must be submitted with your RFP.

16. **NOTICE:**

Any notice, demand, request, consent approval or communication that either party desires or is required to give the other party shall be in writing and either serviced personally or sent by pre-paid first-class mail, or the equivalent thereof by private carrier. Any such writing shall be addressed to County of San Joaquin, Purchasing Department, 44 N. San Joaquin Street, Suite 540 Stockton, CA, 95202-2931, Attention: David Freeman, RFP # 12-15.
COOPERATIVE / PIGGYBACK CLAUSE

For the term of the Contract and any mutually agreed extensions pursuant to this request for bids/proposals, at the option of the vendor, other public agencies or public corporations, including any county, city, town, school district, community college, public utility district or other public corporation or agency within the State of California, may purchase, lease-purchase, or rent the identical items(s) at the same price and upon the same terms and conditions pursuant to any applicable Public Contract or other relative legal Code.

San Joaquin County waives its right to require such other districts and offices to draw their warrants in the favor of the County and agreements, orders, and payments may be made directly between the vendor and the public agency/corporation.

Acceptance or rejection of this clause will not affect the outcome of the bid/proposal.

Piggyback option granted___________________________  (Vendor please initial)

Piggyback option not granted_________________________
IDENTIFICATION SHEET

RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL

Type or print the following information:

Company: ____________________________________________________________

Address: _____________________________________________________________

(City) (State) (Zip)

Name: _______________________________________________________________

Title: ____________________________ E-mail: ______________________________

Telephone: ( ) __________________ Fax: ( ) _____________________________

Years in business: ____________________________________________________

Number of employees: _________________________________________________

Name of Insurance carriers: ____________________________________________

Public Liability: ______________________________ Expires: ________________

Workers’ Compensation: _________________________ Expires: _______________
REFERENCES

SIMILAR CONTRACTS/RFPS PERFORMED: List below contracts under which the Proposer has provided similar services during the past three (3) years.

Proposer’s financial stability, technical and support capabilities will be verified through reference checking, which may include site visits and contact with other clients or vendors.

FIRM NAME: ______________________________________________________________________
ADDRESS: ______________________________________________________________________
PHONE NUMBER: ___________________________________________________________________
CONTACT PERSON: __________________________________________________________________
DATE OF CONTRACT: _____________________ through _____________________

FIRM NAME: ______________________________________________________________________
ADDRESS: ______________________________________________________________________
PHONE NUMBER: ___________________________________________________________________
CONTACT PERSON: __________________________________________________________________
DATE OF CONTRACT: _____________________ through _____________________

FIRM NAME: ______________________________________________________________________
ADDRESS: ______________________________________________________________________
PHONE NUMBER: ___________________________________________________________________
CONTACT PERSON: __________________________________________________________________
DATE OF CONTRACT: _____________________ through _____________________
NON-COLLUSION AFFIDAVIT

(Title 23 United States Code Section 112 and Public Contract Code Section 7106)

In accordance with Title 23, United States Code Section 112, and Public Contract Code 7106, the bidder declares that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other proposer to submit a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham proposal, or that anyone shall refrain from proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price of the Proposer or any other proposer, or to fix any overhead, profit or cost element of the proposal price, or of that of any other proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the proposal are true; and further, that the Proposer has not, directly or indirectly, submitted their proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

NOTE: The above Non-collusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Non-collusion Affidavit.

Proposers are cautioned that making a false certification may subject the certifier to criminal prosecution.

Proposer’s Signature ____________________________ Date ______________________
Submittal of Proposals

Sealed Proposals will be received at the Office of the Purchasing Agent at 44 N. San Joaquin Street, Suite 540, Stockton, CA 95202-2930, until **Friday, 1/25/13 at 4 P.M. PST**

**ALL PROPOSALS SHALL BE ADDRESSED AS FOLLOWS:**

Request for Proposal **RFP 12-15**
Purchasing Agent
County of San Joaquin
44 N. San Joaquin Street, Suite 540
Stockton, CA 95202-2931

The Proposal envelope shall have stated thereon the name and address of the submitting Contractor.

PROPOSALS WILL NOT BE ACCEPTED AFTER **Friday, 1/25/13, 4 P.M. PST.** ALL PROPOSALS RECEIVED AFTER SAID TIME AND DATE WILL BE TIME-STAMPED AND RETURNED UNOPENED TO THE SUBMITTER.

THE COUNTY WILL NOT ACCEPT PROPOSAL RESPONSES SUBMITTED BY FAX OR EMAIL.
PROPOSAL AUTHORIZATION

SIGNATURE PAGE

The undersigned, having carefully read and examined this RFP, and being familiar with (1) all the conditions applicable to the work for which this proposal is submitted; (2) with availability of the required equipment, materials and labor hereby agrees to provide everything necessary to complete the work for which this proposal is submitted in accordance with the proposal documents for the amounts quoted herein and further agrees that if this proposal is accepted, within five (5) days after the contract is presented for acceptance, will execute, and mail a signed contract to the County of San Joaquin Purchasing Agent.

This Signature/Authorization page must be in Section 1 of your Proposal.

___________________________________    __________________
Signature of Authorized Agent     Date

_________________________________
Printed Name of Authorized Agent
EXHIBIT A

“SAMPLE CONTRACT”

SEE SEPARATE WORD DOCUMENT
EXHIBIT B

“RFP QUESTIONS”

SEE SEPARATE WORD DOCUMENT

INSTRUCTIONS FOR COMPLETION ARE CONTAINED THEREIN
EXHIBIT C

“LINE ITEM MATRIX FOR PRICING”

SEE SEPARATE EXCEL DOCUMENT

INSTRUCTIONS FOR COMPLETION ARE CONTAINED THEREIN
APPENDIX D

Current HL7 Interfaces

SEE SEPARATE PDF DOCUMENT

This document is purely informational and depicts the interface structures and data flows currently in production within our data center at SJGH.
APPENDICES E, F, G, H, & I

Current HL7 Message Formats

SEE SEPARATE WORD DOCUMENTS

These documents are purely informational and depict the messaging formats currently in production between SJGH’s various information systems.
APPENDIX J

Meaningful Use Core and Menu Measures

SEE SEPARATE PDF DOCUMENTS

These documents are meant to define SJGH’s expectation that the proposed solution(s) will include functionality and capabilities that fulfill each of these separate MU elements. Where proposers’ solutions cannot meet any of these discrete core or menu measures, specific details describing the deficiencies will be required to be included as part of the proposer’s response.
APPENDIX K

NCQA PCMH Recognition Functionalities

SEE SEPARATE PDF DOCUMENT

This document is meant to define SJGH’s expectation that the proposed solution(s) will include functionality and capabilities that fulfill each of the various NCQA PCMH elements. Where proposers’ solutions cannot meet any of these functions or measures, specific details describing the deficiencies will be required to be included as part of the proposer’s response.