SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE
Purchasing Department
100 N. Broadway, Suite 610 ~ Wichita, KS 67202
Phone: 316 660-7255   Fax: 316 660-1839
http://sedgwickcounty.org/finance/purchasing.asp

ADDENDUM #2
RFP #24-0016
ASSESSMENT, TECHNICAL ASSISTANCE AND TRAINING TO CREATE INTEROPERABILITY
OF DATA SYSTEMS FOR SEDGWICK COUNTY HEALTH DEPARTMENT

March 15, 2024

The following is to ensure that vendors have complete information prior to submitting a proposal. Here are some clarifications regarding the proposal for Assessment, Technical Assistance and Training to Create Interoperability of Data Systems for Sedgwick County Health Department.

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized.*

1. **Is the interoperability pilot project to be done overdose-related? If not, is the domain area of this pilot selected already, or will it be selected during the project period?**

   The domain area of the interoperability pilot project is unknown at this time. Learnings from the Data Systems Assessment and interoperability plan will help determine the domain and the external partner for SCHD to work with for the pilot project.

2. **Is the funding detailed in Table A to be paid only upon completion of the deliverables, or can it be paid in phased payments as the project progresses?**

   Page 6 of the RFP states "Funding will be monitored by SCHD and will have a do not exceed amount. SCHD will perform monthly assessments to ensure deliverables are accomplished. An example of a monthly report is found in Reference 1 Interoperability Contract Audit Report. Payment for services can be invoiced after each date in Table A or sooner if tasks are completed. Invoices must be detailed and include tasks accomplished. Properly submitted invoices and/or billing statements will be paid within thirty (30) calendar days of receipt by county. Funding can be withheld if deliverables are not met."

   During contract development, Vendor and SCHD will agree on an Interoperability Contract Audit Report and can discuss payments, such as monthly, based on work, or partial work, accomplished during each part of the project period.

3. **Can this work be performed off-site? Do you have any specific requirements or expectations for on-site work (at your agency or other stakeholder sites)?**

   Sedgwick County Health Department does not have any specific requirements or expectations for on-site work for this contract. Communication with SCHD must occur as outlined in the RFP. Meetings can be either in person, virtually, or by telephone and must occur during Sedgwick County office hours of 8 AM to 5 PM Central Time Monday through Friday.

4. **Task 3 on p. 8 of the RFP mentions the "County Learning Management System." Can you identify what system this is? Is the vendor expected to know how to use this platform and create training that can be delivered via this specific platform?**

   Task 3 on page 8 of the RFP states, "The vendor will identify and create Sedgwick County Health Department (SCHD)-specific trainings and trainings that are not already accessible to SCHD through online no or low cost. SCHD will have access to the trainings created for the contract under this RFP and will upload them into the County Learning Management System for future internal use."

   SCHD will upload the trainings into the Sedgwick County Learning Management System (LMS). The LMS is an internal Sedgwick County training system where staff can register for and take trainings and document the completion of trainings. The trainings can be a link to another site, a document to read, a PowerPoint presentation, a video or other. The vendor will not use the LMS platform. During contract development, SCHD will inform the vendor of any restrictions on training formats.

Firms interested in submitting a proposal must respond with complete information and **deliver on or before 1:45 pm CDT, Tuesday, April 9, 2024.** Late proposals will not be accepted and will not receive consideration for final award.

"PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL RESPONSE PAGE."

Sincerely,

Joseph Thomas

Joe Thomas, NIGP-CPP, CPSM, CPSD, C.P.M.
Director of Purchasing

JT/ch