

# RFP Project No: 44332

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Mississippi State Department of Health  
Early Intervention System

# Attendance

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- First Roll Call
- Please email your business card to:  
[Angela.Armstead@msdh.ms.gov](mailto:Angela.Armstead@msdh.ms.gov)
- Attendees will be posted to the MSDH Website  
([https://msdh.ms.gov/msdhsite/\\_static/19,0,205.html](https://msdh.ms.gov/msdhsite/_static/19,0,205.html))



# Agenda

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- Opening and Attendance
- Project Overview
- Procurement Guidelines
- Additional Information
- Questions and Answers (Answers to vendor questions during this vendor conference are not official unless and until submitted in writing.)
- Closing and Attendance

# Project Overview

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- The MS First Steps Early Intervention Program is seeking a new information system with a web interface to allow data collection from remote users for child, family, providers, and financial records. The system must also capture data required for program monitoring, quality improvement, and reporting to funders.
- The proposed system must be an ASP (Application Service Provider) hosted or SaaS (Software as a Service) web-based solution with no client software other than popular web browsers

# Evaluation Overview

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- Scoring is covered in Section VII Technical Specifications, Item 12 Scoring Methodology
- Scores are given based on a 10-point scale
- Vendors must respond with “Acknowledge”, “Will Comply”, “Agreed”, or “Exception”, on every requirement in Section VII
- Non-Cost = 70 points; Cost = 30 points



# Technical Evaluation

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<b>Non-Cost Categories</b>	<b>Possible Points</b>
Early Intervention System Requirements	25
Technical Requirements; Vendor Qualifications	20
Security Management Requirements	15
Warranty/Maintenance	10
<b>Total Non-Cost Points</b>	<b>70</b>

- Vendor Requirements and Vendor Qualifications will be reviewed first
- Vendor must meet the 80% gate in each category

# Section VIII, Cost Information Submission

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- Cost must be submitted using the format provided
- Vendors cannot change costs after the proposals have been submitted
- Vendors are required to complete the Change Order Rate Cost Information Submission form as directed on the form
- Project budget data is not available

# RFP Response

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- Proposal: 1 original, 4 copies
- Submission Cover Sheet (Section I)
- Proposal Exceptions (Section V)
  - Vendors are disallowed from taking exception to Mandatory requirements and will be eliminated if Mandatory requirements are not met
- Response to RFP Questionnaire (Section VI)
- Point-by-Point Response (Section VII)
- Cost Information Submission Forms (Section VIII)
- References (Section IX)



# Standard Contract

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- Exhibit A – Software License and Application Service Provider Agreement
- Exhibit B – MSDH Business Associates Agreement
- Vendors must review these documents and take exception, if necessary. If the Vendor takes no exception to Exhibit A and/or Exhibit B, the state assumes that these terms are agreeable and cannot be negotiated after award.

# Upcoming Dates

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- Deadline for Vendor's Written Questions
  - 3:00 p.m. CST, October 9, 2018
- Responses Due to Vendor Questions
  - October 16, 2018
- Proposal Due Date
  - 3:00 p.m. CST, October 26, 2018
- Begin Proposal Evaluations
  - October 26, 2018

# Additional Information

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- Vendor communication with the State
  - See Section II Proposal Submission Requirements, Item 46
- Answers to questions asked during this Vendor Conference are not official until and unless submitted in writing
- Vendors may continue to check the MSDH website for updates related to this RFP Project No: 44332
  - [https://msdh.ms.gov/msdhsite/\\_static/19,0,205.html](https://msdh.ms.gov/msdhsite/_static/19,0,205.html)



# Questions and Answers

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- Open to the floor – Answers to questions posed during the vendor conference are not official unless and until questions are submitted in writing.

# Closing

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- Final Roll Call
- Please email your business card to:  
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# Conclusion

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- Thanks for your participation
- Please make sure that I have acknowledged your company's participation on the web conference.



## **Early Intervention Vendor Web Conference – Contact List**

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