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DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES  
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Proposal No. RFP-DPHSS-FY2024-001 – July 29, 2024  
Electronic Death Registration System (EDRS)  
Department of Public Health and Social Services

AMENDMENT No. 02

This addendum serves to revise the previously issued RFP and/or provides additional information for informational purposes. In cases where the responses below result in modifications to the RFP, please consider them as amendments to the original RFP-DPHSS-FY2024-001. The following responses address questions submitted by potential vendors on or before August 9, 2024.

	Question / Clarification	DPHSS Response
1.	We have been providing a full Vital Records system (Adoption, Birth, Death, Fetal Death, Marriage and Divorce) that has been in production for 15 years now in one State jurisdiction. All the federal interfaces are implemented, and the system is in production with Death FHIR and has been for over 6 months now. We have implemented over 20 other Government systems of similar size and scale to the Vital Records System and in the last year have brought 3 new system implementations live. Would you consider our application, or would it get thrown out because it does not meet the "minimum experience" as stated in the RFP?	Page 19, VII.2  Offeror must meet "minimum experience" as stated in RFP Scope of Work.
2.	What is the budget or budget range that the Division has allocated to this project?	Budget amount will not be disclosed.
3.	For this RFP document, can a word version be distributed?	Word version will not be distributed.
4.	Page 5, 11.g and Page 12, 5.b  The bid states "After evaluation of all proposals, any offer selected for negotiations will be required to submit a Price Proposal prior to negotiations... The Price Proposal	Price Proposal should be submitted separately as formatted in Appendix C. DPHSS will request for a detailed cost breakdown from the most qualified offeror prior to the start of negotiations.

	<p>shall be submitted along with offeror's Cost or Pricing Data when requested." At the end of the section it's stated, "The price proposal shall not be submitted with the offerors' proposal. It shall only be submitted when and if requested by DPHSS."</p> <p>This is contradicted by Section 5 where it is stated, "The offeror must submit a detailed Price Proposal".</p>	<p>Page 5, Section II.1.g is amended to remove the following statement: "The Price Proposal shall not be submitted with the offeror's proposal. It shall only be submitted when and if requested by DPHSS"</p> <p>Page 12, Section 5.b is amended to read: "Price Proposal. Each offeror must provide a Price Proposal for the services and enclose the Price Proposal in a separate envelope marked "Price Proposal". Only one (1) sealed envelope with offeror's rates should be submitted."</p>
5.	<p>Page 18, VII.1</p> <p>Would Guam please elaborate on the desired use case for the requirement for the solution to be, "interstate-Department compatible with other vital records offices birth and death systems"?</p>	<p>Examples include the ability to Import death and fetal death data for Guam residents where the state of occurrence was not Guam, and the ability to export death and fetal death data for events that occurred in Guam for non-residents.</p>
6.	<p>Page 22, VII. 5.</p> <p>Does Guam require multi-factor authentication for user logins?</p>	<p>No.</p>
7.	<p>Page 61, XI. Appendix C Item #1.0</p> <p>If pricing is required to be submitted, are the interfaces mentioned the only required interfaces for this project? If not, please provide other required interfaces.</p>	<p>Page 22, VII.4.</p> <p>System must allow integration with Guam hospital's Electronic Health Records Systems and DPHSS' disease Surveillance System using HL7/FHIR standards. Appendix C Item#1.0 should include this capability.</p>
8.	<p>Page 61, XI. Appendix C Item #1.0</p> <p>Guam refers to ITOP numerous times in the document, but ITOP is not listed in Item #1. Can Guam please confirm that ITOP is a basic requirement for this project?</p>	<p>ITOP is not required for this project.</p> <p>P16, VII.2.a now reads: "Web-based Commercial off the Shelf (COTS) Electronic Death Registration System (EDRS) application which will provide access to real time death and fetal death data"</p> <p>P19, VII.1, last two sentences now read: "The EDRS must be web-based and provide access to real time death and fetal death data. Services must include, but are not limited to project management, configuration, installation, testing, pilot and implementation of the EDRS within the Territory of Guam, DPHSS."</p> <p>Page 22, VII.4.b is now removed from RFP.</p>
9.	<p>Page 61, XI. Appendix C</p>	<p>Please add optional products starting at item# 6.</p>

	Would Guam allow offerors to add lines to 3.0 to provide pricing for additional optional products and services for consideration?	
10.	<p>Page 61, XI. Appendix C</p> <p>The pricing only provides unit pricing, but does not allow for offerors to separate the one-time implementation costs and the recurring license subscriptions?</p> <p>Would Guam allow for offerors to provide a price document that separates these items out, while still making it clear with item # the costs reflect?</p>	DPHSS will request for a detailed cost breakdown from the most qualified offeror prior to the start of negotiations.
11.	<p>Page 18, VII. 1</p> <p>Is Guam looking to manage the requests for death certificates and the accounting (including collection of fees) of said requests?</p>	Yes.
12.	<p>Page 28, VII.6</p> <p>Guam states they are looking for on-site presence for UAT, Pilot and Go-live. Will Guam consider remote support of all or some of these events?</p>	Yes.
13.	Will Guam be hosting the On-line testing within Guam's Learning Management System for new users to access the system?	No.
14.	Is Guam looking to do an initial migration of data from other data sources and if so, what sources?	No.
15.	<p>P2, I.1.a</p> <p>"A Commercial off the Shelf (COTS) web-based application to use for the administration of an electronic death and fetal death registry."</p> <p>Is Guam looking for a module that can register and store ITOP data?</p>	No. See response to item# 8.
16.	<p>P5-6, II.1.g and II.1.h</p> <p>"After evaluation of all proposals, any offeror selected for negotiations will be required to submit a Price Proposal prior to negotiations."</p> <p>"The Price Proposal shall not be submitted with the offeror's proposal. It shall only be submitted when and if requested by DPHSS."</p>	<p>Yes. See response to item# 4.</p> <p>P6, Section II.1.h is amended to remove the following sentence: "Neither the Cost or Pricing Data nor a Certification of the Cost or Pricing Data shall be submitted with the offeror's Proposal; these documents shall only be submitted upon request by DPHSS."</p>

	<p>“Neither the Cost or Pricing Data nor a Certification of the Cost or Pricing Data shall be submitted with the offeror’s Proposal; these documents shall only be submitted upon request by DPHSS.”</p> <p>Do we need to submit a price proposal with our response to this RFP?</p>	
17.	<p>Page 18, VII.1</p> <p>“The installation shall consist of planning, organizing, and implementing the system, testing assistance and guidance, training end-users...”</p> <p>P22, VII.7A.1</p> <p>“Train-the-trainer application instruction, at a DPHSS training facility, to DPHSS staff and selected stakeholders that the DPHSS identifies as EDRS trainers.”</p> <p>What type of training do you want? Train-the-trainer or end-user?</p>	<p>End-user training should be provided to all staff at the DPHSS Office of Vital Statistics for the Death, Fetal Death and Issuance.</p> <p>Train-the-trainer application instruction should be provided to stakeholders that DPHSS identifies as EDRS trainers. These trainers will be responsible for training stakeholders at hospitals, mortuaries and DPHSS Surveillance Team members.</p>
18.	<p>Page 27, VII.6.1C</p> <p>“The Contractor shall coordinate and participate in project status meeting weekly, at a location to be determined by DPHSS, and in person or via teleconferencing at the discretion of DPHSS.”</p> <p>Will any of the vendor staff be required to be onsite in Guam at any point?</p>	<p>Vendor work can be performed remotely.</p>
19.	<p>Page 61, Appendix C</p> <p>Our standard pricing model includes all development, documentation, implementation, and training at a flat rate per module (1 LOT). After go-live our pricing for support and hosting is typically billed on a monthly basis. Is this pricing model acceptable to Guam?</p>	<p>Yes.</p>
20.	<p>Page 38, Appendix A</p> <p>What if any data is stored electronically using the current process? If yes, what format(s)?</p>	<p>None.</p>

21.	<p>We acknowledge and meet the requirement for demonstrating experience with Electronic Death Registration Systems (EDRS) implemented in at least five (5) United States jurisdictions. Additionally, we would like to further strengthen our proposal by including references from international locations, such as Canadian provinces. Would international references, such as those from Canadian provinces, be considered acceptable and beneficial in demonstrating our extensive experience and expertise in implementing and supporting EDRS solutions?</p>	Yes.
22.	<p>To ensure that our proposal is fully compliant with the "all or none" requirement as specified in Section II, Proposal Process, subsection e, we have included the following statement in our proposal:  <i>"We hereby affirm that our proposal will fully comply with the 'all or none' requirement as specified in Section II, Proposal Process, subsection e, of the RFP. Our proposal will not limit acceptance to the entire proposal or any specific part of it. We understand that any proposal violating this provision will be deemed nonresponsive, and we assure the Department of Public Health and Social Services (DPHSS) that our submission will adhere to this rule without any conditions."</i>          Could you please confirm that this statement is acceptable and ensures our compliance with the specified "all or none" requirement?</p>	Confirmed.

  
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