

## **RFP 05-24-25 Q & A**

**Q:** Per the instructions on page 18, we are required to sign and send back the Notice to Parties section of SCCOE's Professional Services Agreement. Can you confirm that SCCOE is requesting vendors to complete the Notice to Contractor table in section 25. on page 7 of the Professional Services Agreement?

**A:** Yes

**Q:** Where would you like vendors to sign said Notice to Parties?

**A:** Please fill out Page 7, Sec. 25 and Sign on Page 8 and send both back with your proposal.

**Q:** Can you confirm the number of users for the system?

**A:** To start off it will be 50-60 users. The number of users is subject to change if districts opt-in to use SCCOE's EHR.

**Q:** Is SCCOE requesting Attachment D - Drug-Free Workplace Certification to be completed and signed with the RFP response?

**A:** Yes

**Q:** Number 25's dropdown does not work in the PDF on the portal.

**A:** Please ignore the dropdown and submit the rest of the information.

**Q:** Will the number of finalists selected to present a demonstration of their platform to SCCOE be based on a score in the top X percentile of the total applications (Ex: top 10%), based on a fixed number of finalists (Ex: top 5), or based on a combination of the two (Ex: top 10%, not to exceed 5, whichever is fewer).

**A:** Please note the following Evaluation and Award Criteria:

<b>Criteria</b>	<b>Value</b>
Financial	25
Platform Operability and Functionality	20
Addresses the needs and criteria of RFP	20
Ability to integrate with other EHR platforms for billing purposes	15
Staff qualifications and experience for supportive purposes	10
Implementation timeline	10

**Q:** Will the financial criteria be based on upfront cost, ongoing costs, or a combination of the two? If ongoing, is there a NPV formula of delayed expenses? Is the term of the agreement factored into the financial analysis?

**A:** Combination of two. The term of the agreement is for one year with option to renew for next four years at SCCOE's discretion.

**Q:** Will scoring the maximum amount in each category be based on how well the application does relative to the other applications in the pool or based on a different standard? If different, please provide that standard for review.

**A:** Please note criteria above.

**Q:** What is SCCOE's ideal timeframe to implement its county-wide EHR?

**A:** ASAP for SCCOE. For county-wide districts it will depend on Cohort 2 selection (August 2024), Cohort 3 selection (Jan 2025) and if they opt-in to SCCOE's EHR.

**Q:** When does SCCOE intend to announce the RFP awardee?

**A:** First week of June.

End of Document

---