

November 1, 2021

RE: Pennsylvania State Data Collection

Due: February 1, 2022

Primary Contact Person: Kaylen Irwin

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1. Background/Introduction

EMMCO West (Emergency Medical Management Cooperative) was incorporated in 1983 as a non-profit regional EMS council and began its operations in 1984. EMMCO West is contracted with the Pennsylvania Department of Health as a Regional EMS Council and Lead for the Pennsylvania Data Collection Project.

2. Project Goals and Scope of Services

EMMCO West, Inc. is seeking the services of a Statewide Patient Care Report Data Collection Software on behalf of the Pennsylvania Department of Health, Bureau of Emergency Medical Services. The Software and associated services will connect agency patient care reporting Software systems to one database for state use and national reporting for a contract duration of five (5) years.

The award will be made to a responsive and responsible vendor based on the best value, professional capability and current NEMSIS compliance. The selected vendor will be responsible for the development and implementation of a comprehensive and cost-effective state data collection Software that maintains (at all times) NEMSIS compliance.

Pennsylvania currently has 1,300 EMS Agencies who submit approximate 2,246,338 reports last year.

Tasks include but are not limited to:

- The Software will bridge Patient Care Report data between Software vendors and the Pennsylvania Department of Health, Bureau of Emergency Medical Services.
- Software must be a completed Software and not in any type of testing phase.

- Software will have the ability to:
 - Allow multiple layer filtering
 - Store seven years of past data
 - Allow creation of users with different permissions. (i.e., State, Regional, Agency)

Vendor's Duties:

- Be NEMESIS Compliant throughout the duration of the final agreement
- Respond to help and troubleshooting requests within two business days.
- Work with Pennsylvania to create a valid Schematron and documentation, with NEMESIS approval
- Assist state approved vendors with connecting their agencies.
- Submit an implementation schedule to have the Software operational by November 1, 2022, with a full transition to occur before December 15, 2022.

3. Anticipated Selection Schedule

- The Request for Proposal timeline is as follows:
- Request for RFP: November 1, 2021
- Deadline for Bidders to Submit Questions: January 3, 2022
- EMMCO West Responds to Bidder Questions: January 17, 2022
- Selection of Top Bidders / Notification to Unsuccessful Bidders: February 1, 2022
- Start of Negotiation: February 1, 2022
- Contract Award / Notification to Unsuccessful Bidders: March 1, 2022

4. Time and Place of Submission of Proposals

The RFP will be posted on our website, emmco.org, and can be downloaded from there directly as of 0900 on November 1, 2021.

Respondents to this RFP must submit one original and three copies of their proposal along with a Demonstration of their product. Responses must be received no later than January 3, 2022. Responses should be clearly marked "RFP-Pennsylvania Data Collection" and emailed or faxed to Kaylen Irwin at the contact information listed above.

5. Timeline

Our company hopes to finish the project by November 1, 2022, for complete change over by January 1, 2023. However, we're open to negotiation for the right candidate.

6. Elements of Proposal

Vendors need to submit the following information with their proposals:

- How long their Software has been live
- Included a list of states with contact information for reference purposes
- Any updates expected within in the next year
- Any known issues with their Software

- Include a small video demonstration
- Explain your ability to meet the expectations of this RFP
- Explain any concerns with meeting the expectations of this RFP

7. Evaluation Criteria

The successful respondent will:

- Be currently compliant with NEMSIS reporting standards and will maintain compliance at the highest versioning standards available from NEMSIS. If the vendor is compliant, they must provide a plan for how they intend to be 3.5 or higher compliant by implementation dates established by NEMSIS.
- Will provide the education, experience, knowledge, skills, and qualifications of the firm and the individuals who will be available to provide these services.
- Will demonstrate a competitive cost of services.

8. Possible Roadblocks

After receiving proposals and demonstrations are completed, Ms. Irwin will then narrow down to three proposals. These three candidates will be required to present a demonstration for the Bureau of Emergency Medical Services prior to any award being made.

9. Budget

The budget for Pennsylvania runs on a Fiscal Year, therefore the contract will be based on a Fiscal Year starting July 1 and ending June 30. There will be consideration made for an annual agreement cost increase which is to be submitted by the vendor for review prior to a renewal notice. Please submit annual cost increases yearly for a duration five (5) years.