

## Request for Proposals

RFP #20383

### Bureau of Emergency Medical Services and Trauma Systems Licensure Software

#### AMENDMENT #1

May 28, 2024

The following are official modifications which are hereby incorporated into Request for Proposals (RFP) #20383: Bureau of Emergency Medical Services and Trauma Systems Licensure Software. The information contained in this amendment prevails over the original RFP language.

For all amendments below, deleted language appears in strikethrough (“~~xxx~~”) and added language appears in underlined red text (xxx). Bidders should review all documents in their entirety to ensure all amended language is incorporated into proposals.

1. Section 1.0: Calendar of Events (RFP Page 3) is revised to:

<b>RFP (20383 – BUREAU OF EMERGENCY MEDICAL SERVICES AND TRAUMA SYSTEMS LICENSURE SOFTWARE)</b>	
<u>EVENT</u>	<u>DATE</u>
Issuance of Request for Proposals	4/9/2024
Deadline for Submission of Written Questions	Questions Due By 4/30/2024 <b>2:00 p.m. ET</b>
Responses to Written Questions Posted by DOH	<b>On or About</b> <del>5/21/2024</del> <u>5/28/2024</u>
Deadline for Submission of Proposals	Proposals Due on Or Before <del>6/6/2024</del> <u>6/20/2024</u> <b>2:00 p.m. ET</b>
<u>Anticipated</u> Contract Start Date	6/1/2025

2. Section 4.1.1 B I(a):

The Department estimates that at the time of contract signing: i. the current Department Sybase database will be ~~1-5~~ 3.0 gigabytes

### 3. 4.1.4 Training

The Contractor must provide on-going training to the Department (central office and regional staff, Contractors, regional partners, and others as determined by the Department) throughout the life of the contract.

A. The Department anticipates requiring approximately 300 hours of training for staff which, as determined by the Department, must be spread over the life of the contract to meet Department staffing and solution implementation needs. The actual number of hours per year may fluctuate based upon actual need. Trainings may be hosted either live, in-person at 875 Central Avenue, Albany, NY 12206 or via a live, virtual session at the discretion of The Department.

I. In the event where the Department requires additional training hours than those initially estimated, the Department reserves the right to request in writing that the Contractor must provide additional hours of training, which will be billed based upon the hourly rate bid in the Contractor's Attachment B, Cost Proposal.

B. No hours must be charged for training provided by previously recorded video, tutorial, or other self-study method. All training provided live online can be recorded and stored by the Department for future use as reference material for staff.

C. Such training must be specific to this project and contract and must not be construed to mean or involve the use of any other support or "ticketing" system currently used by Contractor.

D. Contractor must provide an electronic tracking system, accessible/monitored by both Contractor and Department, that will manage and track all training hours provided during this contract; to include (at a minimum) date/times, time charged, persons involved, and detailed contents of what training/support was provided.

### 4. Request for Proposals, Section 6.1.8

~~6.1.8 DOH Agreement The bidder must review, and is requested to have its legal counsel review, Attachment 8, the DOH Agreement (Standard Contract), as the successful bidder must be willing to enter into the Contract awarded pursuant to this RFP in the terms of Attachment 8.~~

5. Attachment A: Proposal Document Checklist is replaced in its entirety with Revised Attachment A: Proposal Document Checklist and should be utilized by all Bidders when responding to this RFP. The Revised Attachment A: Proposal Document Checklist can be found at the following link: <https://www.health.ny.gov/funding/rfp/20383/>
  
6. Attachment B: Cost Proposal is replaced in its entirety with Revised Attachment B: Cost Proposal and should be utilized by all Bidders when responding to this RFP. The Revised Attachment B: Cost Proposal can be found at the following link: <https://www.health.ny.gov/funding/rfp/20383/>