

## HSMN ITN 20204-01 Statewide Data System

Prospective Vendor Review Scoring--Rev. 4-28-24

Items in peach color for review committee scoring

### INTRODUCTION

There will be two rounds of scoring. The goal of Round 1 is to identify up to 3 top proposals based on score. The goal of Round 2 is to identify and prioritize the top 2 vendors. Negotiations will be held with the top vendor. If negotiations fail, then the second place vendor will be approached. HSMN reserves the right to also approach a third place vendor if needed and to follow other processes specified in the ITN.

**ROUND 1 INITIAL PROPOSAL REVIEW:** Prior to the meeting, the Review Team members are expected to read all of the proposals thoroughly and be prepared to discuss and score each of the items on the scoring template. As a group, we will discuss the Round 1 scoring template with the aim of coming to a consensus on a group score for each category. If we do not have consensus, then each individual member will state their preferred score and an average for the group will be used as the final score for each category. The Review Team will vote on the final scoring with the purpose of documenting the rationale and any objections. Abstentions from voting will not be allowed.

**ROUND 2 DEMONSTRATIONS AND PRESENTATIONS BY THE FINALISTS:** The vendors will provide a demonstration and presentation of their systems by Zoom. After the demonstrations are finished, the Review Team will discuss each of the items on the Round 2 scoring template with the aim of coming to a consensus on a group score for each category. If we do not have consensus, then each individual member will state their preferred score and an average for the group will be used as the final score for each category. The Review Team will vote on the final scoring with the purpose of documenting the rationale and any objections. Abstentions from voting will not be allowed.

ROUND 1 Criteria Categories--FINAL		Score 1-5*	Weight 1-5	Weighted Score	Definitions	Review Comments
1	All proposal requirements, conditions and instructions are met	NA	NA	NA	Staff will preview proposals to ensure they meet the minimum requirements before sending them to the Review Team.	
2	Company Profile and Qualifications		2	-	Authorized to do business in the state of FL, qualifications of the primary individuals, vendor stability, responsiveness of support team, references and testimonials	
3	Experience		4	-	Track record with similar clients/projects and working with administrative services organizations.	
4	Data Security and Privacy		5	-	Security certifications and standards, access controls and permission levels, data backup and recovery processes. SOC 2 certification in the last 12 months and any other security assessments/certifications.	

ROUND 1 Criteria Categories--FINAL		Score 1-5*	Weight 1-5	Weighted Score	Definitions	Review Comments
5	Functionality and Features		5	-	Referral processing from various sources and outcomes of the referrals, case creation and management capabilities, reporting and analytics, workflow automation (tickler lists, plan for the CIR algorithm and home visiting capacity), communication tools (e.g., messaging, notifications), different access portals for service provider types and partner organizations.	
6	Data Reports		3	-		
7	Data migration		4	-		
8	Functional Medicaid billing functionality already built		4	-	Experience with Medicaid eligibility verification (270, 271) and claims processing/billing (834, 835) X12 process.	
9	Integration Capabilities		4	-	Plan for the migration of the current records into the system. Vendor ability for data exchanges for universal screens, health plans data, etc.	
10	Scalability and Performance		3	-	Ability to handle import of the current data and increasing data volumes, response times under varying loads, system downtime history	
11	Customization and Flexibility		3	-	Ability to tailor workflows to specific needs, configurability of fields and forms, reports, and provide a periodic data file. Reports customization: race & ethnicity, etc.	
12	Cost		2	-	Development costs, licensing fees, maintenance and support costs, average license and maintenance increases over the last three years.	
	<b>SUBTOTAL</b>	-	<b>39</b>	-		
	HITRUST Certification			-	Additional points for HITRUST Certification (0=no certification, 5= certification is in process, 10=certified)	
	<b>TOTAL</b>	-	<b>39</b>	-		

**\*Scoring Scale:**

1 to 5 with 1 being poor/unacceptable and 5 being excellent.