******THIS IS NOT A REQUEST FOR PROPOSAL******

IOWA DEPARTMENT OF PUBLIC HEALTH

DIVISION OF INFORMATION MANAGEMENT

REQUEST FOR INFORMATION

for

Iowa Disease Surveillance System 2.0

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SECTION 1: PURPOSE, BACKGROUND, AND ADMINISTRATIVE INFORMATION

1.1 Purpose/Information Sought.

The Iowa Department of Public Health, hereafter known as the Department, is seeking **information** from interested parties who are interested in providing a software system to replace the Iowa Disease Surveillance System (IDSS) for the purposes of surveillance, case management and reporting for environmental and public health. The system should support the goals of the CDC Data Modernization Initiative.

1.2 Background Information for the Project.

IDSS was launched in 2008. It is a reporting, investigation, and case management system that is used for reporting to the CDC for environmental and public health including Arsenic poisoning, Cadmium poisoning, Mercury poisoning, Carbon monoxide poisoning, Methemoglobinemia, Tuberculosis(TB), HIV, STD, Hepatitis, Perinatal Hepatitis B and all other reportable and communicable infectious diseases and conditions. Several conditions in Iowa are required by law to be reported to the department. This information can be found in Iowa Administrative Code [641] Chapter 1.

1.3 Request for Information Procedure

This request requires any vendor wishing to submit **information** to respond to this Request for Information (RFI) by 4:00 p.m., local Iowa time, on **Tuesday, September 7, 2021.**

In addition, vendors may demonstrate their equipment and explain their technology during the week of September 27,2021. Requests to schedule presentations are due by 3:00 p.m.,Central Time, on **Monday, September 20, 2021.**

1.4 Relevant Dates

Event	Date
Issue RFI	July 30, 2021
RFI Responses Due	September 7,2021
RFI Demonstrations	September 27,2021
Issue RFP (Tentative date)	January 1, 2022
RFP Decision to Award Contract (Tentative date)	March 15, 2022
Contractor/Vendor Begins Implementation (Tentative date)	May 1, 2022
Conversion Completed - Existing Contract Expires (Tentative date)	

1.5 Submission of Response

The vendor's **written** response may be hand-delivered, e-mailed **or** mailed to the Department. Responses will not be accepted over the telephone. However, the Department reserves the right to make telephone contacts or follow up on information submitted in any manner deemed appropriate by the Department. All responses or requests to schedule a demonstration must be received at the Department by 4:00 p.m. Central Time, on September 7, 2021.

1.6 Demonstrations

Demonstration day preferences will be scheduled in the order received. We prefer that presentations start at 10:00 a.m., but we will be flexible in scheduling the time of each presentation. Demonstrations can be held at the main offices of the Department at 321 E 12th ST in Des Moines or be held Virtually.

1.7 Contact Information

The contact at the Department for scheduling, technical questions, inquiries, comments, and submission of responses will be:

Name of IDPH Contact:	Tracy Sunquist
Department Address:	Information Management IDPH 321 East 12th Street Des Moines, IA 50319
Email Address:	tracy.sunquist@idph.iowa.gov

1.8 Review and Rejection of RFI Responses

1.8.1 The Department reserves the right to reject any and all responses, in whole and in part, received in response to this RFI at any time. Issuance of the RFI in no way constitutes a commitment by the Department to award any contract. This RFI is designed to provide Vendors with the information necessary for the preparation of informative response proposals and demonstrations of product. This RFI process is for the Department's benefit and is intended to provide the Department with competitive information to assist in the selection of goods and services. The RFI is not intended to be comprehensive and each Vendor is responsible for determining all factors necessary for submission of a comprehensive response and a complete product capability demonstration. The RFI response and demonstration will not be subject to an RFP type evaluation but only to a review of suggested product performance, cost *(cost may be estimated by Vendor, if an estimate Vendor shall state that it is an estimated or approximate cost)*, of processes offered and of abilities to perform services that may be of use to the Department.

1.8.2 An RFI response may be rejected outright and not reviewed for any one (1) of the following reasons, therefore Vendors are asked to make every effort to meet the RFI timelines and to include the requested information:

- Failure of Vendor to deliver the response by the due date and time.
- Failure to include information requested in the RFI.
- Failure to offer demonstrations.

1.9 Public Records and Requests for Confidentiality

1.9.1 The release of information by the Department to the public is subject to Iowa Code Chapter 22 and other applicable provisions of law relating to the release of records in the possession of a State agency. Vendors are encouraged to familiarize themselves with these provisions prior to submitting a bid proposal. All information submitted by a Vendor may be treated as public information by the Department unless the Vendor properly requests that information be treated as confidential at the time of submitting the proposal.

1.9.2 Any requests for confidential treatment of information must be included in a cover letter with the Vendor's bid proposal and must enumerate the specific grounds in Iowa Code Chapter 22 or other legal reasons which support treatment of the material as confidential and must indicate why disclosure is not in the best interests of the public. The request must also include the name, address and telephone number of the person authorized by the Vendor to respond to any inquiries by the Department concerning the confidential status of the materials.

1.9.3 Any documents submitted which contain confidential information must be marked on the outside as containing confidential information, and each page upon

which confidential information appears must be marked as containing confidential information. The confidential information must be clearly identifiable to the reader wherever it appears. All copies of the proposal submitted, as well as the original proposal, must be marked in this manner.

1.9.4 In addition to marking the material as confidential material where it appears, the Vendor must submit one copy of the bid proposal from which the confidential information has been excised. The confidential material must be excised in such a way as to allow the public to determine the general nature of the material removed and to retain as much of the document as possible. These pages must be submitted with the cover letter and will be made available for public inspection.

1.9.5 The Vendor's failure to request in the bid proposal confidential treatment of material pursuant to this Section and the relevant laws and administrative rules will be deemed by the Department as a waiver of any right to confidentiality which the Vendor may have had.

1.10 Copyrights

By submitting a response the vendor agrees that the Department may copy the response for purposes of facilitating the evaluation or to respond to requests for public records. The vendor represents that such copying will not violate any copyrights in the materials submitted.

1.11 Restrictions on Gifts and Activities

Iowa Code chapter 68B contains laws which restrict gifts which may be given or received by state employees and requires certain individuals to disclose information concerning their activities with state government. Vendors are responsible for determining the applicability of this chapter to their activities and for complying with these requirements. In addition, Iowa Code chapter 722.1 provides that it is a felony offense to bribe a public official.

1.12 Content of the RFI

This RFI is designed to provide vendors with the information necessary for the preparation of an appropriate response. It is not intended to be comprehensive, and each vendor is responsible for determining all factors necessary for submission of a comprehensive response.

The Department reserves the right to modify this RFI at any time.

Responses should be based on the material contained in this RFI or any other relevant information the vendor thinks is appropriate.

By submitting a response each vendor agrees that it will not bring any claim or

have any cause of action against the Department, the State of Iowa, or any employee of the Department or the State, based on any misunderstanding concerning the information provided or concerning the Department's failure, negligent or otherwise, to provide the vendor with pertinent information as intended by this RFI.

1.13 Cost to Vendors

The Department is not responsible for any costs incurred by a vendor, which are related to the preparation or delivery of the response, any on-site inspection that may be required, or any other activities related to this RFI.

1.14 Responses Property of the Department

All printed information used to demonstrate a vendor's product becomes the property of the Department. The Department will have the right to use ideas or adaptations of ideas that are presented in the responses.

1.15 Sources of Information Used by the Department in Addition to the Responses

The Department reserves the right to contact vendors after the submission of responses for the purpose of clarification and to ensure mutual understanding.

1.16 No Obligation to Issue Request for Proposal (RFP)

The issuance of this RFI does not obligate the Department in any way to issue an RFP for the goods and services described in this RFI.

1.17 Vendor Responses Identifying Information

State the name and principal place of business of the vendor.

Identify the vendor's type of business entity such as a corporation or partnership.

State the vendor's place of incorporation, if applicable. At the respondent's discretion, provide an organization chart for the vendor. Include any parent, subsidiary and affiliate companies you feel may be relevant to this presentation.

State the name, address, email address, telephone number and FAX number of the vendor representative to contact regarding all technical matters concerning this RFI.

1.18 Vendor References

Lists all jurisdictions for which the vendor has provided disease surveillance and indicate the dates on which each contract began and ended. Please include any applicable references.

Section 2 GENERAL REQUIREMENTS

Please describe how your equipment, service or product would meet any or all of the following items. The Department is interested in new and innovative methods of providing service to our customers. Please feel free to include both existing functionality and systems under development.

System:

1. Access Management with customizable security features so that designated staff at the state and county levels can view and edit case information in addition to manage users and their access as needed for our programs
2. Audit and logging capability
3. Ability to import and export data to analytic and reporting systems and or built in reporting, analytics, and visualization functionality
4. Ability for designated staff to create new diseases
5. Ability to do a data migration
6. Ability to integrate with multiple primary sources/users for initiating a case report and collecting or reporting case information. This may include, but is not limited to the following:
    a. Ad Hoc questionnaire/survey data collection tools (RedCap, Google Forms, etc)
    b. State Hygienic Laboratory and other Clinical Laboratories
    c. Department of Inspection and Appeals, Food and Consumer Safety regulated facility inspections data
    d. Electronic Medical Records
    e. Health care providers and facilities
    f. Inpatient, Emergency Department and EMS response data for reporting of state designated conditions, illnesses, injuries, exposures and poisonings diagnoses
    g. Learning Information Management System
    h. Local Public Health
    i. Medical Examiners
    j. Occupational Medical Providers/Nurses/Clinics
    k. Poison Control Center
    l. Prescription Monitoring Program
    m. School Nurses/School Officials
    n. Syndromic Surveillance Systems
    o. Vital Records data systems
    p. Iowa Immunization Registry Information System (IRIS)
7. Ability to generate and share reports with internal and external users such as:
    a. CDC

b. Health care providers and facilities
c. Local public health
d. Occupational Medical Providers/Nurses/Clinics
e. Other local, state and federal agencies serving overlapping populations
f. School Nurses/School Officials

8. Ability for comprehensive Case Reporting, Investigation, and Case Management including but not limited to:
    a. Ability to perform (and adjust) case investigations and document/integrate control measures depending on the disease at the state and local level
    b. Ability to send/receive reports from other states/jurisdictions (including tribal health)
    c. Ability to track CDC reporting requirements/generate program specific reporting
    d. Ability to upload documents
    e. Customizable event notification that could be customized by user/user role and jurisdiction as to when notifications be sent
    f. Laboratory testing result reporting of non-human and human specimens
    g. Location based (Physical Address/Regulated Facility)
    h. Patient ordering/test request including the ability to send messages to patients/cases (even self-interview completion)
    i. Potential to receive electronic case reports
    j. Prescription management that allows the ability to receive, store and submit to pharmacies
    k. Receive laboratory reports of conditions of public health significance as close to real-time as possible (including disease specific genomic sequencing data)
    l. Ability to function as a person-based system (as opposed to case based or event based), such that individual persons are the center and all conditions/infections and contacts are tied to them. This should include the following: ability to de-duplicate contacts and include them as individuals in a person-based system; and the ability to seamlessly handle co-infections and re-infections of related conditions (e.g., STIs, HIV, viral hepatitis), such that these can be monitored over time and data from past infections can easily be carried over or referenced, as needed.

Financial:

The Department is interested in the following cost projections/estimates:

a. Hosting and/or hardware costs
b. Initial build/implementation of the software. This includes connecting with

external partners
c. Ongoing licensing, service and maintenance fees

Please provide a projected timeline for implementation and include if your product is:

a. Already developed
b. Under development
c. Not yet developed

Has your organization had experience with the following:

a. Managing confidential data access use both internal and external to your organization, including health information privacy and security?
b. Working with government agencies, health care providers, hospitals, laboratories, electronic health records?

Section 3 OTHER FEATURES

Is there any other feature, service or option you believe the Department should be aware of in preparation of an RFP? If so, please describe the feature, service product or option and explain how it would improve the program served as identified in this RFI.