

New York State Department of Health
Request for Proposals # 16593
Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
Management Information System (MIS) Transfer and Implementation Services

Written Transcript
4-27-16 Bidder's Conference Webinar

Good Morning, my name is Sherri and I will be your conference operator today. At this time, I would like to welcome everyone to NYWIC Management Information System Transfer and Implementation Services RFP Bidder's Conference Call. All lines have been placed on mute to prevent any background noise. After the speaker's remarks, there will be a question and answer session. If you would like to ask a question, during this time, simply press star and the number one on your telephone key pad. If you would like to withdraw your question, press the pound key. Thank you. Sharon Featherstone, you may begin your conference.

Good morning. Thank you for attending this Bidder's Conference. This RFP is being issued by the NYS Department of Health's Division of Nutrition, Bureau of Supplemental Food Programs. My name is Sharon Featherstone and I am the Fiscal / Procurement Unit Leader our Fiscal Management Section.

I want to remind everyone that today's webinar will be recorded.

This webinar allows all Bidders to participate in an open question and answer session.

NYS will post a subsequent written transcript if any responses given today. .

The "Response to Written Questions" will be the authoritative record of all questions and answers. All discussion during the webinar shall be considered preliminary until the written transcript is issued. Questions received after today's Bidder's webinar may not be answered.

First I would like to start off by introducing our staff:

Department of Health

- Mary Carroll, Assistant Bureau Director, Bureau of Supplemental Food Programs
- Deborah McIntosh, Director, Information System Management Section
- Patti Colomb, Health Program Administrator, Fiscal / Procurement of the Fiscal Management Section
- Danielle Quigley, Public Health Nutritionist, Food Delivery and Vendor Management Section

Office of Information Technology Services we also have:

- John Regan, Manager, Nutrition Applications Unit
- Timothy Schmehl, NYWIC Project Manager

Patti Colomb will now review the Schedule of RFP Events

Good morning. The next upcoming RFP event will be response to written questions distributed May 20. Following that is the deadline for submission of proposals. Proposals are due June 3 by 4:00

PM. Notification to bidders invited for presentations will be June 17. Anticipated Bidder's presentations will be June 27 to July 6. Anticipated Notification to successful bidder is August 12. And the anticipated Contract Award will be November 2016.

Thank you Patti.

The next item on today's agenda is the process for obtaining Source Code.

The next item on today's agenda is to review the process for obtaining Source Code.

Within our RFP Section 3.7 is the link for vendors to receive the Michigan Source Code. And specific process is as follows:

- You would first on the WIC Technologies Partners web site register.
- You would then Select the NYS WIC T&I Services RFP # 16593 then Click on the Download Source Code button
- After you requested the source code, NYS will be notified of your request and will be going to email you a Source Code Access Agreement
- Once you have executed that Agreement and e-mailed it back to NYS we will then send you a response that your source code is available for you to download back at that WIC Technologies Partner web site
- The source can't be released to you until you have executed and signed that source code access agreement and those links should be available to you later on today.
- NYS will then approve the Source Code request on WIC TP web site and NYS will notify vendor via e-mail their request was approved
- The vendor will then log into WIC TP and selects NYS WIC T&I Services RFP # 16593 where the download Source Code button will be enabled

We are now going begin the question portion of the webinar. If you have a question, you can either type it on the web ex link that we have in the lower right hand corner or you can follow the operator assisted process for requesting a live question. We will now begin that portion of the webinar.

OK thank you that at this time I would like to remind everyone in order to ask a question star and the number one on your telephone key pad.

Renee Roth-O'Neil (Tech Valley Talent)

Q. I just wanted to make you aware that not everyone was able to actually view the webinar, so.

A. Thank you for that information. Any information that we have on the webinar is available to our bidders through the RFP.

Comment OK, thank you.

Brian Knowles (CMA)

Q. The RFP mentions that we're transferring the Michigan Source code based... throughout the RFP it is mentioned that the Florida System was reviewed. What is the actual code base being transferred and if there are any discrepancies between the Florida code based and the Michigan code base, how is that to be resolved?

A. This is Tim Schmehl speaking. The GAP analysis that we did that was included in the RFP as one of the attachments, was done based on the Florida system. So there is a possibility there could be some difference with the Michigan code and those would be handle as system changes.

Renee Roth-O'Neil (Tech Valley Talent)

Q. I wanted to ask if you could comment on the proposal requirements regarding the IV&V section of the RFP. There seems to be a, from our prospective, a lack of details around what you would like the bidders to propose if they are only providing IV&V services?

A. Just to clarify that RFP is specific to T&I portion of the NYWIC project. IV&V is a separate procurement and we will announce details of that procurement at a later time.

Q. OK so all of these other pieces that are mentioned in RFP are not expected to respond to with this RFP there will be subsequent ones being released? I see.

A. Correct. That information was given for informational purposes to this vendor so they could understand how all the portions would react together.

Q. I see. Is there a time line for those additional pieces or just so that we have an idea if there's going to be a large gap in time between this procurement and future one? OK 3.3.

A. So there is a time line within our RFP document that shows how they will overlap with each other and that is specifically in section 3.3 the project schedule.

Q. Do you have a page number or no?

A. It would be page 12.

Q. Page 12? Yes I see, that's your anticipated project schedule so typically IV&V services would be procured at the same time you would start the project, so I guess that's my question. Is that state hoping to procure those services at the same time or are we looking at a much further date out?

A. No, we do hope to have both services out at the same time.

Q. I don't see a specific date around it on the schedule if that's something I am missing, please point it out?

A. No we don't have a date specifically in there, but the intention is to have both portions of the NYWIC project ongoing on the same time.

Comment All right. But it will come out as a separate RFP, so I don't want to take up peoples time today. Thank you.

Brian Knowles (CMA)

Q. Hello. This is just a follow up question to my last question about the changes in Florida base code vs the Michigan code base. The answer was handled with system changes. Does that mean change request documents initiated by the state or how exactly would that be handled?

A. We would anticipate that changes could be initiated either by T&I contractor or by the state. And that would be submitted using the form for system change request. The state will then review those. The change request would include the labor and the cost that would be involved and the state will review that and make a decision whether or not to proceed with the change.

Comment OK, thank you.

We will leave the line open for the next 15 minutes or so to see if you have any additional questions.

Timothy Jaques (North Highland)

Q. Hi there, thanks for all of the information. Quick question on the project management, quality management piece of this. Again, along with Renee's question, any sense of timing and or sort of how that piece links up with the larger build piece? Thank you.

A. Just to let you know, we already have a contracted project manager for the whole project that would be NYTECH vendor. Does that answer your question?

Q. So if I am to understand correctly they are handling the project management and quality management and all those pieces that are in there and all those tasks?

A. Yes.

Brian Knowles (CMA)

Q. Hi. Specific question for section 3442 regarding training, it mentions that the contractor will provide training and materials including online training module is that just developing the classes for import into, for example, statewide learning management system or is the vendor responsible for an online training component for delivery of that material?

A. Those modules would be used in our state-wide learning management system.

Q. Question about the source code that's going to be provided. Obviously database is part of that I am just curious if the meta data and base table data required to initially stand up the system is included with that or just base structure/data based structure elements?

A. We don't actually have that information in front of us, as far as what is included in what's going to be posted with regards to the databased structure at this time.

Q. OK you said that would be available on the WIC Technology partner site later today?

A. Yes, that's correct.

Renee Roth-O' Neil (Tech Valley Talent)

Q. I was just curious if there will be a posting of everyone who is part of this conference call today. That there would be a posting available of the people that have joined so that we may see if there is potential partnering opportunities on this particular RFP response?

A. We will look into see whether we can post participant information for today's conference.

This concludes today's webinar. Thank you for participating!

List of Conference Attendees
AIS
CMA
Cognizant
KPMG, LLP
Microsoft
North Highland
Tech Valley Talent
Three Sigma Software
Vistrada