

REQUEST FOR CONTRACTOR BID

HCCN Health IT & Data Network-Wide Assessment

BID Due Date: December 15, 2022, by 5:00 pm MST

BID Contact: Arizona Alliance for Community Health Centers (AACHC), Grants & Contracts Department, grants@aachc.org

BID Submission: Must be submitted via email to grants@aachc.org

BID Proposal Request Details: Health Center Controlled Network (HCCN) Health IT and Data Network-Wide Assessment

This bid is to contract with a qualified firm to conduct an assessment of the short and long-term health information technology (Health IT) and data needs and current resources within the existing Health Center Controlled Network (HCCN). The contract is subject to continuing need and funds availability as outlined in this document. All requirements are according to the specifications enclosed herein.

The Arizona Alliance for Community Health Centers (AACHC) is a non-profit organization whose mission is to advance the vital work of Community Health Centers (CHCs) in serving the unique needs of our communities. AACHC has served as Arizona's Primary Care Association (PCA) since 1985 and comprises the state's largest network of primary care providers, serving approximately 800,000 patients across 175 sites and providing health services at over 3,200,000 office visits. AACHC houses Arizona's current HCCN, which supports health centers in addressing their challenges in leveraging Health IT for value-based care. AACHC's sister organization, Community Health Center Collaborative Ventures, dba Collaborative Ventures Network (CVN) is in the process of transitioning the HCCN to AACHC, supporting 28 participating health centers (PHCs) in their efforts to strengthen Health IT, thereby advancing clinical and operational improvement, Health IT interoperability, and the use of data to reduce cost and enhance clinical and quality outcomes.

The HCCN provides comprehensive, coordinated, and individualized technical assistance and support to network members in Nevada and Arizona. The HCCN is requesting bids from contractors with experience and expertise in Health Information and Technology assessments, tools, data integration, reporting, analysis, and visualization, specifically in the use of multiple data sources, including Health Information Exchange, Electronic Health Records, Health Plans, and other sources of healthcare data. The contract's primary purpose will be to support the Health Center Controlled Network initiative funded by the Health

Resources and Services Administration (HRSA), Grant #H2QCS30263, with a project ending by 5/30/23. The maximum funding available for this activity and potential subsequent related implementation and/or follow up activities is \$194,400.00.

AACHC, including –HCCN staff, will support the bid initiative by being available to take any requests for community calls or discussions.

Required Activities:

The purpose of the contract is to gather information that will help the HCCN understand needs and resources across 29 health centers, in collaboration with AACHC develop a plan to leverage Health IT capacity and data. The selected bidder activities will include analyzing findings and providing recommendations on how to address factors contributing to or restricting HCCN network success and network members' ability to optimize future Health IT and data projects.

Work Description: The work of this RFP is focused on two primary elements:

1. Needs Assessment
2. Health IT Plan

The selected Vendor will work collaboratively with AACHC to redefine the Scope of Work and Deliverables during contract negotiations; however, the work and deliverables must include the following:

Task 1. Needs Assessment: Assess HCCN members' short- and long-term Health IT and data needs and current state of data-driven innovations/Health IT usage.

- Objective 1: Assess HCCN members' short and long-term Health IT and data needs. Areas of focus may include but are not limited to:
 - Health Information Technology
 - Levels of systems integration
 - Data Analysis & Integration Capacity
 - Levels of Interoperability
 - Clinical Leadership & Stewardship toward performance improvement
 - Project Sustainability & financial integration
 - Telehealth

Actions: Conduct a full assessment of existing HCCN member resources and needs related to Health IT and health informatics and produce a detailed needs assessment report.

- Objective 2: Assess and Analyze Health IT Current State Actions: Gather feedback about efficiencies and usability challenges with Electronic Health Records and other Health IT tools. The needs assessment should, at a minimum, identify available data sources, identify staff resources required to support the data maintenance and reporting.

Task 2. Health IT Plan: Develop a plan that involves recommendations for implementing the needs assessment results.

- Objective 2: Provide solutions, best practices, and implementation plan for network improvement.

Actions: Provide recommendations on approach to address needs identified through assessment and collaborate with AACHC to create a plan with short- and long-term goals around data and informatics. Develop a bi-state plan that employs findings to develop strategic and tactical level Health IT optimization, data governance and management, and training/technical assistance (T/TA) best practice strategies. As part of this plan, determine the best way to store and integrate data, given the current internal AACHC capacity, that can be used for advocacy and funding efforts on behalf of HCCN members. The plan should, at a minimum, identify how AACHC can better support health center Health IT/data needs and promote better HCCN network integration.

BID Preparation and Submission Instructions:

Proposal Format

1. Proposed Scope of Work
2. Budget relevant to Scope of Work
 - a. Budget should include a bid for the total scope of work
3. Description of qualifications and experience (as outlined in the questions above)
4. Resume/CV for all consultants included in the proposal
5. Three professional references
6. Proposer's name, company (if applicable), email, and phone number

The proposal, budget, and all attachments should not exceed 10 pages in length. Materials should be submitted via email to grants@aachc.org, in Word or PDF format, by 5:00 pm MST on **Thursday, December 15, 2022**.

Specific Questions to Address in the Bid:

- What is your experience working with Community Health Centers and/or Federally Qualified Health Centers?
- Please describe any previous work with a Health Center Controlled Network/Primary Care Association. If so, who?
- What do you know about Value-Based Care and Community Health Centers and/or Federally Qualified Health Centers?
- What do you know about Community Health Centers and/or Federally Qualified Health Centers' payment models?
- What experience do you have in assessing Health IT and/or data within Community Health Centers and/or Federally Qualified Health Centers?
- What is your experience developing assessments for more than one state?
- What is your experience with or knowledge of Health IT optimization and data governance best practices?
- Please describe projects you worked on that increased patients' access to their health data, improved patients' engagement with their healthcare team, or improved Health IT usability to minimize provider burden.

- Please describe projects you worked on that support security risk assessments and the development of risk mitigation or reduction strategies or increase the use of national standards to securely share patient information with key strategic and tactical-level partners.
- Please describe projects you worked on that use clinical and non-clinical data integration, analytics, and visualization to improve and coordinate care or improve capacity to support value-based care activities.
- Please describe projects you worked on that expand the use of social determinants of health data to improve population and patient health equity.

Evaluation Criteria:

Evaluation Criteria		
Criteria	Criteria Breakdown	Weight
Relevant Project Experience:	Consultant/Team Qualifications	10%
	Relevant Projects	35%
	Past Performance in Similar Communities	15%
Formation Philosophy & Approach:	Creativity	10%
	Timeframe	20%
	Deliverables	10%
Local Experience/Proximity:		10%
Under-Resourced Business Experience (Female, BIPOC, Veteran Business Enterprise, 8(a), HUBZone, Women-Owned Small Business, Minority Women Business Enterprise, Disadvantaged-Owned Business, or Service-Disabled Veteran-Owned Business):		10%
Total:		100%

Timeline:

- BID released: November 15, 2022.
- BID submission due: December 15, 2022, by 5:00 pm MST.
- Finalist interviews (if needed): January 3–5, 2023.
- Project Completion: May 30, 2023.
- Award notification: Successful bidders will be notified via email from AACHC Grants & Contracts Department at grants@aachc.org no later than January 9, 2023.