


SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

Contractor	<u>KPMG LLP</u>	Division/Section	<u>SFDPH, Information Technology</u>
Address	<u>55 Second Street Suite 1400</u>	Deputy Director	<u>Greg Wagner </u>
	<u>San Francisco, CA 94105</u>	DPH Administrator	<u>Valerie Inouye</u>
Contact	<u>Alex Obenauf</u>	Program Administrator	<u>Diane Lovko-Premeau</u> Phone <u>415-206-6274</u>
	<u>Director, KPMG Healthcare</u>	Contract Analyst	<u>Joanna Li</u> Phone <u>415-554-2818</u>

Request for approval of a new contract with KPMG LLP to provide Health Information Management (HIM) Consulting, Implementation and Coordination of Training Services for the SFDPH Electronic Health Record Project for the Department of Public Health in the amount of \$4,961,920, which includes a 12% contingency and an option to extend the contract for a maximum of 2 one-year additional terms. The term of the contract including options is for the period April 1, 2018 to March 31, 2023 (60 months).

Profit Non-Profit LBE RFQ- Number: 34-2017 Date: 9/01/2017
 New Renewal Mod GPO

Number of years DPH has been doing business with this organization: 1

<u>CONTRACT INFORMATION:</u>	<u>Prior Transaction</u>	<u>Proposed Transaction</u>	<u>Annualized Difference*</u>
	(new)	4/1/18 – 3/31/23	
Funding Sources:			
General Fund		\$4,430,286	\$4,430,286
TOTAL DPH REVENUES		\$4,430,286	\$4,430,286
12% Contingency Amount		\$531,634	\$531,634
CONTRACT TOTAL		\$4,961,920	\$4,961,920
ANNUAL AMOUNT OF CONTRACT (estimate)		\$1,476,762	\$1,476,762
AGENCY FUNDS		-\$0-	-\$0-
Contract FTE		N/A	N/A

PROPOSED:

Mode(s) of Service & Unit of Service Definition	No. Of Clients		No. of Units	Unit Cost
	N/A	Duplicated		
1 UOS = 1 Completed Deliverable	N/A	Unduplicated		
Phase 0 & 1				
Deliverable 1: Project Plan and Kick Off	N/A		1	\$145,797
Deliverable 2: Migration Roadmap	N/A		1	\$145,797
Deliverable 3: Current State Assessment	N/A		1	\$145,797
Deliverable 4: Consolidation Roadmap	N/A		1	\$145,797
Deliverable 5: Future State Model	N/A		1	\$145,797
Deliverable 6: Workflow Diagrams (technology and data)	N/A		1	\$145,797
Deliverable 7: Gap Analysis	N/A		1	\$145,797
Deliverable 8: Monthly Status Report	N/A		1	\$145,797

PROPOSED (continued)

Mode(s) of Service & Unit of Service Definition 1 UOS = 1 hour of work	No. Of Clients		No. of Units	Unit Cost (3 year avg.)
	N/A	Duplicated Unduplicated		
Phase 2 & 3				
Deliverable 1: Job Descriptions		N/A	1	\$272,154
Deliverable 2: Staffing Plan for Backfill		N/A	1	\$272,154
Deliverable 3: Testing Scripts/Integrated Testing		N/A	1	\$272,154
Deliverable 4: Staffing Plan		N/A	1	\$272,154
Deliverable 5: Productivity and Baseline KPIs		N/A	1	\$272,154
Deliverable 6: Education Plan & Calendar		N/A	1	\$291,594
Deliverable 7: Training and Assessment		N/A	1	\$291,594
Phase 4				
Deliverable 1: Dashboard Management Report		N/A	1	\$128,301
Deliverable 2: Final Staffing Matrix		N/A	1	\$128,301
Deliverable 3: Organizational Chart		N/A	1	\$132,189
Phase 5				
Deliverable 1: Ongoing Maintenance w/Monthly Status Report		N/A	1	\$388,792
Estimated Travel and Expenses (Budgeted Amount; Billed Actual)		N/A	1	\$542,365

Explanation of Service Change and Variances:

This is a new contract.

Monitoring Report/Program Review & Follow-up:

The contract services will be monitored by the Department as required. The SFDPH Program Administrator will be responsible for assisting and tracking all information related to the accomplishment of the project.

Nondiscrimination and Cultural Competency:

The Department will work closely with the contractor to ensure that, as applicable, their cultural competency plan is current and in compliance with Departmental procedures.

Other Significant Issues:

Under this contract, SFDPH is engaging KPMG LLP (KPMG) under RFP 34-2017, Health Information Management (HIM) Consulting, Implementation and Coordination of Training Services for the SFDPH Electronic Health Record Project for the Department of Public Health.

KPMG has several qualified Senior HIM Leaders, all have well above the minimum of more than 5 years of experience. KPMG has also successfully completed many EHR Projects for organizations of SFDPH's size and complexity. In addition, we have individuals certified in HIMS Epic Applications.

KPMG is one of the few firms that consistently performs meaningful work across the entire spectrum of healthcare and life sciences – from large academic medical centers to research institutions, public and private insurance organizations to top U.S. health systems and from pharmaceutical companies to biomedical device companies.

Under the requirements of RFP 34-2017, this RFP has a mandatory 5% Local Business Enterprise (LBE) subcontracting requirement. For this contract, KPMG has committed to a 7 % goal. The LBE subcontractor will be Jungle Communications, who will assist in the Training Support for Health Information Management (HIM) Consulting, Implementation and Coordination of Training Services for the SFDPH Electronic Health Record Project for the Department of Public Health.

Listing of Board of Directors, Owners of 10% or More of the Firm, and Executive Director

No individual partner at KPMG LLP owns a 10 percent or greater interest in the firm.

Lynne M. Doughtie - Chairman & CEO

P. Scott Ozanus - Deputy Chairman & COO

Laura M. Newinski - Vice Chair, Operations

Sven Erik Holmes - Vice Chair, Legal, Risk and Regulatory

Darren Burton - Vice Chair, Human Resources

Frank Casal - Vice Chair, Audit

Carl S. Carande - Vice Chair, Advisory

Jeffrey C. LeSage - Vice Chair, Tax

Michael J. Nolan - Vice Chair, Innovation & Enterprise Solutions

Robert F. Arning - Vice Chair, Market Development

KPMG LLP's board of directors may have between 13 and 18 members. Members other than the Chairman and Deputy Chairman serve a five-year term and may not seek re-election until they have been off the Board for two years.

Recommendations:

The Department recommends approval of this contract.

