

SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

Contractor	<u>Prominence Advisors, Inc.</u>	Division/Section	<u>SFDPH, Information Technology</u>
Address	<u>23556 N Kingston Row,</u> <u>Lincolnshire, IL 60069</u>	Chief Operating Officer	<u>Greg Wagner</u> ^{DS}
Contact	<u>Greg Cook</u>	DPH Administrator	<u>Eric Raffin</u> ^{DS} <u>ER</u>
	<u>President, Prominence Advisors, Inc.</u>	Program Administrator	<u>Jeff Scarafia</u> ^{JS} Phone <u>628-206-1236</u>
		Contract Analyst	<u>Joanna Li</u> Phone <u>415-554-2818</u>

Request for approval of a new contract with Prominence Advisors, Inc. (Prominence), in the amount of \$3,500,000, to provide as-needed professional services in support of Phase 2 of The Electronic Health Record project. This request has an initial term of November 1, 2020 through October 31, 2023 (3 years).

Profit Non-Profit LBE RFQ- Number: 2-2020 Date: 2/26/2020
 New Renewal Mod Sole Source _____

Number of years DPH has been doing business with this organization: 0

<u>CONTRACT INFORMATION:</u>	<u>Prior Transaction</u>	<u>Proposed Transaction</u>	<u>Annualized Difference*</u>
	(New)	11/01/2020 – 10/31/2023	
Funding Sources:			
General Fund		\$3,125,000	
TOTAL DPH REVENUES		\$3,125,000	
12% Contingency Amount		\$375,000	
CONTRACT TOTAL		\$3,500,000	
ANNUAL AMOUNT OF CONTRACT (estimate)		\$1,166,666	
Agency Funds		-\$0-	
Contract FTE		n/a	

PROPOSED:

Mode(s) of Service & Unit of Service Definition	No. Of Clients		No. of Units	Unit Cost
	N/A	Duplicated		(Hourly)
1 UOS = 1 hour of work	N/A	Unduplicated		Initial Term
# of hours is dependent on tasks awarded, total shall not exceed \$3,500,000.				
Coordinated Care Management (Must be Epic Certified)		N/A	Actual	\$125
EpicCare Ambulatory (Must be Epic Certified)		N/A	Actual	\$120
EpicCare Inpatient (Must be Epic Certified)		N/A	Actual	\$130
Cadence (Must be Epic Certified)		N/A	Actual	\$130
ADT (Must be Epic Certified)		N/A	Actual	\$125
Willow Ambulatory (Must be Epic Certified)		N/A	Actual	\$130
Cogito (Must be Epic Certified)		N/A	Actual	\$125
Research Informatics (Must be Epic Certified)		N/A	Actual	\$125
Epic Datalink (Must be Epic Certified)		N/A	Actual	\$125
Other Epic Applications (Must be Epic Certified)		N/A	Actual	\$125
MS SQL Reporting Report Writers		N/A	Actual	\$125
MS SQL Reporting Senior Data Architects		N/A	Actual	\$120
MS SQL Reporting Tableau Developers		N/A	Actual	\$125
Interface Engineers		N/A	Actual	\$125
Project Managers		N/A	Actual	\$130
Travel		N/A	Actual	\$100,000

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 Departments Information Technology unit. 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:

Prominence Advisors (Prominence) was selected as a qualified proposer and placed in a pool of providers under RFQ-2-2020 Establishment Of Pre-Qualified Lists For Various Services In Support Of Phase 2 Of The Electronic Health Record Project, Category 1. The Department then issued a Request for Proposals to the qualified pool members for Category 1 (CAT1-P1-2-2020) and Prominence was one of nine selected firms for a task based contract. Each of the selected firms specialize in one or more of the following services which were requested under Category 1: Specialized Consulting and Support Epic Electronic Health Record, IT Project Managers, Epic Certified Application analysts, Interface Engine engineers and business analysts experienced in HL7, MS SQL Reporting Analysts, EMPI Integration Analysts, and General Analysts/Managers with verifiable background and skills to support Epic Phase 2 Activities. Dependent upon whether Prominence bids on the individual Tasks assigned from the RFP, Prominence may or may not be awarded Tasks within this RFP.

Prominence is an Epic consulting firm with deep expertise and understanding of Epic Implementations, clinical care workflows, healthcare operations, healthcare revenue cycle, process transformation and business intelligence. Every Prominence Advisor have more than 5 years of experience and a minimum of 2 certifications. Collectively, Prominence has demonstrated this capability by successfully supporting over 100 integrated delivery networks and academic medical centers to implement Epic, including 7 of the top 10 academic healthcare institutions in the nation.

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

Board of Directors

Bobby Bacci, Executive Director
Austin Montgomery, Board of Directors
Greg Cook, Board of Directors

Owners of 10% or more of the Firm:

Bobby Bacci, Executive Director
Austin Montgomery, Board of Directors
Greg Cook, Board of Directors

Executive Director

Bobby Bacci, Executive Director

Recommendations:

The Department recommends approval of this contract.