



**MASTER SERVICE AGREEMENT (MSA)
DEPARTMENT OF CORRECTIONS AND REHABILITATION
CALIFORNIA PRISON HEALTH CARE SERVICES
STATE OF CALIFORNIA**

**STATE OF CALIFORNIA
DEPARTMENT OF CORRECTIONS AND REHABILITATION**

REQUEST FOR OFFER

**INFORMATION TECHNOLOGY (IT) CONSULTING SERVICES
RFO #10-031-ITS**

ADDENDUM #4

October 1, 2010

BACKGROUND

The California Department of Corrections and Rehabilitation (CDCR), California Prison Health Care Services (CPHCS), is requesting offers for Information Technology (IT) Consulting Services to produce reports on nineteen (19) IT projects for quarterly reporting to the California State Legislature, Joint Legislative Budget Committee (JLBC), and the State Chief Information Officer (i.e., Office of Chief Information Officer [OCIO]).

Addendum #4 makes corrections to the RFO as attached, and summarizes the Open Forum discussion held on Monday, September 27, 2010.

QUESTIONS/STATEMENTS AND ANSWERS

1. Question(s)/Statement(s):

"The length of the oversight effort is indicated as a single year, with an option to extend the contract for additional years. Does CDCR anticipate that the identified nineteen projects will all be active for the entire duration (i.e., one year), or will some of these projects be completed before the year is up?"

Answer(s)/Statement(s):

The proposed term for the ensuing Agreement involving RFO #10-031-ITS will be for one year with the option to extend Agreement for up to two (2) years at one-year intervals.

CPHCS anticipates that the identified nineteen (19) IT projects will be active for the proposed one year term (i.e., 12 months).

However, the following IT projects may have reduced reporting requirements:

- Utilization Management and Mental Health Tracking System (MHTS) are both currently in Maintenance and Operations and may require reduced project reporting (i.e., only an initial Quarterly Report);
- Strategic Offender Management System (SOMS) and Business Information System (BIS) currently have oversight provided by CDCR. However, oversight and reporting may still be required for CPHCS' IT project related activities; and

- eMAR (Electronic Medication Administration Record) project has yet to begin and a determination whether or not the project will be initiated during the term of the Agreement has not been made.

2. Question(s)/Statement(s):

"Several projects have a status of 'Maintenance/Operations'. Does this mean these projects will close in the short term? If so, is oversight expected on completed projects after they are finished, or will oversight responsibilities grow smaller (i.e., fewer active projects) over time?"

Answer(s)/Statement(s):

It is anticipated that the IT projects having a current status of 'Maintenance/Operations' will be reportable for the proposed term of the agreement.

Whether or not an IT project is considered finished, CPHCS is seeking services as specified in Exhibit A (Statement of Work) relative to the reporting of the 19 IT projects.

Contractor will be required to provide oversight on all 19 projects for the first quarter of reporting.

- There may be no subsequent reporting requirements for projects in Maintenance and Operations status.

3. Question(s)/Statement(s):

"On page 3, Item 9, the above-referenced RFO states 'For this RFO, subcontracting of proposed services will not be permitted.' However, Item 2 of Exhibit CDCR Special Provisions states: 'Contractor is required to identify all subcontractors who will perform labor or render services in the performance of the Agreement'. These two items appear to be in conflict. Can CDCR clarify whether subcontractors are permitted for this project?"

Answer(s)/Statement(s):

Subcontracting of services from one Contractor to another (i.e., firm-to-firm as a pass through) shall not be permitted for performing requested services in RFO #10-031-ITS. However, the RFO requires identification of the person(s) who will perform work under the resulting contract. an Offeror may offer services of an "individual" considered. The person(s) identified may provide services either as the Contractor's employee(s) or as an the Contractor's independent contractor(s).

4. Question(s)/Statement(s):

"Is there an expectation that this is a one full-time equivalent contract or is there an expectation of more than one person?"

Answer(s)/Statement(s):

The number of consultants (i.e., "one-full equivalent or more than one person") is to be determined by each Offeror. However, the total number of hours to be performed under the resulting contract may not exceed the number set forth in the RFO.

Please recognize that RFO Response Guidelines, Page 3, Item 12, requires Offerors to provide a detailed description of his/her approach for completing services requested in Exhibit A (Statement of Work), Section C (Scope of Services) including, but not limited to, the functions, roles, and responsibilities of vendor personnel.

5. Question(s)/Statement(s):

"Do we need to include a signed Non-Disclosure Agreement and Confidentiality Statement in our response or can that be provided at a later date (prior to an interview)?"

Answer(s)/Statement(s):

Offers submitted in response to RFO 10-031-ITS must be received prior to RFO due date and time, and include a signed non-disclosure agreement and confidentiality statement.

6. Question(s)/Statement(s):

"Because this is Project Oversight, if we were successful would we be disqualified from being awarded any future CDCR/CPHCS work within the same project or coming from the PMO?"

Answer(s)/Statement(s):

A consultant performing services under RFO #10-031-ITS may be precluded from participating in future CPHCS work subject to Public Contract Code section 10365.5, which generally prohibits a consultant from bidding on or being awarded a follow-on contract based on the product of a previous contract by that consultant. Such preclusion will be made at the sole discretion of CPHCS on a case-by-case basis.

- Effective October 1, 2010, the Independent Project Oversight category has been removed from the California Master Service Agreement for IT Consulting Services. CPHCS is now seeking offers from vendors approved under MSA IT Consulting Services, sub-category I, Independent Verification and Validation (IV&V).

7. Question(s)/Statement(s):

"How many candidate resumes may we submit for each position?"

Answer(s)/Statement(s):

Offers submitted in response to RFO #10-031-ITS must include a resume for each candidate proposed by Offeror that displays all relevant work experience; a start and end date for each job cited; and three (3) customer references.

8. Question(s)/Statement(s):

"Is there any incumbent partner?"

Answer(s)/Statement(s):

No.

9. Question(s)/Statement(s):

"How many references are required (as per our understanding is it 3 for Candidates and 3 for Offerors (i.e., in total 6 references)?"

Answer(s)/Statement(s):

Offers submitted in response to RFO #10-031-ITS must include the (3) customer references for Offeror and 3 customer references for each candidate proposed by Offeror.

10. Question(s)/Statement(s):

"In the case of that we submit more than 1 candidate's resume, are we allowed to use same references as Offeror for all candidates?"

Answer(s)/Statement(s):

Yes. RFO #10-031-ITS does not preclude Offeror from using the same references for proposed candidates.

- Please recognize that references will be utilized to verify engagement(s) similar in scope as requested in Exhibit A (Statement of Work) and for selection purposes.

11. Question(s)/Statement(s):

"Is there any expected budget for this opportunity?"

Answer(s)/Statement(s):

To ensure that rates offered are market driven CPHCS does not disclose budget allotments for Request for Offers.

- Please recognize that the maximum delegated spending authority amount for a Master Service Agreement (MSA) may be found on the California Department of General Services' (DGS), Procurement Division (PD), website located at www.dgs.ca.gov.

12. Question(s)/Statement(s):

"How will the Independent Project Oversight (IPO) vendor team interact with existing IVV/IPO/Functional and Technical Assessment vendors that may already exist on these 19 reportable projects?"

Answer(s)/Statement(s):

Contractor is required to: 1) assess project management and organizational lines of reporting and responsibilities to provide adequate technical assistance and managerial oversight of project; and 2) communicate with CPHCS and Office of Chief Information Officer (OCIO) staff and management to ensure efficient and effective exchange of information.

To complete deliverables, Contractor may request information from the CPHCS Project Management Office (PMO) and have access to all project stakeholders.

13. Question(s)/Statement(s):

"Will the information from the 19 reportable projects be sent to the IPO vendor team in a consistent/pre-defined format (to be established by the vendor to support the reporting) or will they be responsible for attending all project meetings/conducting interviews to gather this information?"

Answer(s)/Statement(s):

CPHCS will provide Contractor with relevant information of the 19 reportable projects and may provide access to applicable files, reports, contracts, documents, and other relevant information.

Whether or not Contractor will be responsible for attending all project meetings/conducting interviews to gather information on the 19 reportable projects is also subject to Offeror's proposed services.

- Please note that Contractor's Roles and Responsibilities are subject to any other duties as requested by CPHCS' Chief Information Officer (CIO) or designee.

14. Question(s)/Statement(s):

"Pg 12 of the RFO may contain a typo: 2. 'Contractor's monthly status reports are due thirty (30) calendar days after contract start date and **every two weeks** thereafter until end of contract term.' Should this state "monthly" versus "every two weeks"?"

Answer(s)/Statement(s):

Yes, that is a typographic error. The Monthly Status Reports are due monthly. The Bi-Weekly Status Reports are due every two weeks.

15. Question(s)/Statement(s):

"I'd like to ask a question regarding the MSA RFO# 10-031-ITS for Independent Project Oversight Activities. Page 4 of the RFO, under item 18, Other Requirements, asks vendors to provide Form 700: Statement of Economic Interests.

I ask because this form is typically requested afterwards and I wanted to clarify if this was a mandatory submission for our response to be compliant. I appreciate any help you can provide?"

Answer(s)/Statement(s):

Offers submitted in response to RFO #10-031-ITS must include a Statement of Economic Interest (Form 700) – (Attachment D).

16. Question(s)/Statement(s):

"Our firm does not currently hold an MSA LPA, but has received an intent-to-award notification from DGS under the new MSA IT Consulting Services LPA, with contract award expected imminently. Would CPHCS accept proposals from firms with an intent-to-award under the new MSA contract in the Independent Validation and Verification service category?"

Answer(s)/Statement(s):

Yes. CPHCS would accept proposals from firms with an intent-to-award letter under the new MSA contract in the Independent Validation and Verification service category. This is subject to CPHCS' confirmation from the California Department of General Services (DGS), Procurement Division, that Offeror has a pending MSA application. However, the MSA contract must be in effect at the time of award of the contract resulting from this RFO.

- All vendors approved under IT Consulting Services MSA sub-category I (Independent Verification and Validation), effective October 1, 2010, are encouraged to submit offers for RFO #10-031-ITS.

17. Question(s)/Statement(s):

"Part C of the Statement of Work (Scope of Services) references a Management Workplan deliverable. Is the intent that this Workplan describe the approach and plan to conducting oversight services, or to document the result of the oversight for each project (i.e. should this document be delivered at the beginning of the engagement as a plan, or at the end of the engagement as a report of results)?"

Answer(s)/Statement(s):

Contractor is required to develop a Management Workplan as specified in Exhibit A (Statement of Work), Item C (Scope of Services), at the beginning of the engagement, subject to CPHCS' directive.

- The Management Workplan describes the approach and plan to conducting oversight and reporting activities. Adjustments to the workplan would require concurrence between CPHCS and Contractor, as defined in this RFO.

18. Question(s)/Statement(s):

"Part C of the Statement of Scope (Scope of Services) requires that Bi-Weekly Status Reports, Monthly Status Reports, and Quarterly Reports be delivered 'for each of the 19 reportable IT projects'. Based on the quantity of deliverables specified in Exhibit B-1, are we correct in assuming that just one instance of each report - covering all 19 projects - is required each time period (rather than 19 separate reports each time period)?"

Answer(s)/Statement(s):

Yes. One instance of each report, covering all 19 projects, is required for each reporting period.

CPHCS and Contractor will establish predefined reporting format. The content for each project report must meet the Statement of Work, Item C (Scope of Services), as defined in this RFO.

19. Question(s)/Statement(s):

"What automated CPHCS tools are currently in place for enterprise project portfolio management and are all projects utilizing it?"

Answer(s)/Statement(s):

Computer Associate's Clarity Portfolio Management system (Clarity) is used on all projects for project portfolio management. The BIS and SOMS projects are managed by CDCR and are not tracked using Clarity.

20. Question(s)/Statement(s):

For Page 10, Item 1, Report Development:

"What is the due date for the Report Development and what is the SLA for approval?"

Answer(s)/Statement(s):

The Report Development deliverable is due within the first two weeks of the Agreement execution date and CPHCS may consider an extension.

21. Question(s)/Statement(s):

For Page 10, Item 1, Management Workplan:

"If a Contractor currently has consultants on CPHCS projects, is this contractor precluded from providing services to CPHCS?"

Answer(s)/Statement(s):

No; but Contractor may be precluded from proposing any consultant currently performing services to CPHCS.

22. Question(s)/Statement(s):

For Page 10, Item 1, Management Workplan:

"How soon after the contract start date will CDCR/CPHCS provide existing and up to date project artifacts for all 19 projects?"

Answer(s)/Statement(s):

CPHCS will provide the most up-to-date information on all 19 reportable projects within ten (10) calendar days of contract execution.

23. Question(s)/Statement(s):

For Page 10, Item 2.C, Bi-Weekly Status Reports:

"Can the first Bi-Weekly Status Report due date be extended to accommodate the development, delivery and acceptance of the Report Development and Management Workplan?"

Answer(s)/Statement(s):

Contractor will have access to Clarity, which tracks risk and issues for CPHCS managed projects. Contractor should identify risks and issues as stated in the Exhibit A, Statement of Work.

24. Question(s)/Statement(s):

For Page 10, Item 1.C, Monthly Status Reports:

"Is it the expectation of CDCR/CPHCS that the contractor will develop an independent risks, issues, and mitigation process or will existing project artifacts be utilized for the Monthly Status Report?"

Answer(s)/Statement(s):

Existing project artifacts will be utilized for generation of the Monthly Status Reports.

25. Question(s)/Statement(s):

For Page 11, Monthly Status Reports:

"Is it the expectation of CDCR/CPHCS that the contractor will attend and actively participate in project status meetings, risk management meetings, and executive steering committee meetings to fulfill this requirement?"

Answer(s)/Statement(s):

It is incumbent upon Offeror to describe the approach for fulfilling all service requirements.

26. Question(s)/Statement(s):

For Page 11, Monthly Status Reports:

"Is it the expectation that the contractor will be responsible for reviewing the project schedules for all CDCD/CPHCS projects to fulfill this requirement?"

Answer(s)/Statement(s):

It is incumbent upon Offeror to describe the approach for fulfilling all service requirements.

27. Question(s)/Statement(s):

For Page 13, Item 2, Monthly Status Reports:

"Item 2 reads: 'Contractor's Quarterly Reports are due within three (3) weeks of the first State quarter and quarterly thereafter.'

Should this read 'after the end of the current fiscal year quarter'?"

Answer(s)/Statement(s):

CPHCS and Contractor shall negotiate timing of Monthly and Quarterly reports with the intent to align all reports with the State's Fiscal Year (FY) quarters.

28. Question(s)/Statement(s):

"In addition to Clarity, what project management tools are currently being used by the projects (e.g. MS Project, Primavera, Sharepoint, etc.)?"

Answer(s)/Statement(s):

Microsoft Project (MS Project) and Sharepoint are currently being utilized by the projects.

29. Question(s)/Statement(s):

For Page 3, Item 9:

"If the Prime Contractor elects to propose a team of consultants to meet the SOW requirements, does this statement preclude the use of subcontractors to augment the Prime Contractor's team of direct employees?"

Answer(s)/Statement(s):

See Question #3 above.

30. Question(s)/Statement(s):

For Page 4, Item 18:

"Are we required to submit Attachments B & C & D for each team member?"

Answer(s)/Statement(s):

Yes.

31. Question(s)/Statement(s):

For Page 4, Item 18.C:

"The Form 700 (Statement of Economic Interests) is meant for situations in which the "...individual serves in a position that makes or participates in making governmental decisions." Independent Project Oversight Consulting (IPOC) however requires that the contractor remain independent in conducting the tasks and activities necessary to meet the scope of work requirements. Maintaining our independence precludes our being involved in making governmental decisions."

Answer(s)/Statement(s):

Offers submitted in response to RFO #10-031-ITS must include a Statement of Economic Interest (Form 700) – (Attachment D).

32. Question(s)/Statement(s):

"Since the purpose of the Form 700 is inconsistent with the independence requirements of IPOC, would CPHCS consider removing the Form 700 from the mandatory response requirements? The Form 700 requires disclosure of personal financial information including name, address, and financial holdings. Once the procurement is complete, all bids (successful and non-successful) will become publicly accessible documents. As such, it seems unreasonable to require a respondent to expose personal financial information even if not awarded the work."

Answer(s)/Statement(s):

Offers submitted in response to RFO #10-031-ITS must include a Statement of Economic Interest (Form 700) – (Attachment D).

33. Question(s)/Statement(s):

"If CPHCS is unwilling to remove the Form 700 requirement, would CPHCS instead allow respondents to declare that upon award they are willing to provide all reasonable information to substantiate that there are no conflicts?"

Answer(s)/Statement(s):

CPHCS may consider an offer containing this representation and not including the Form 700 as being non-responsive.

34. Question(s)/Statement(s):

For Page 10, Management Workplan:

"It is not clear how the content of the Management Workplan differs from the content of the Monthly or Quarterly reports. Generally, we would expect a Management Workplan to include a description of how the contractor providing Independent Project Oversight services plans to manage the schedule, resources and cost to accomplish the required Scope of Work.

Please clarify the intent and requirements of the Management Work Plan."

Answer(s)/Statement(s):

Please see Question #17 above.

35. Question(s)/Statement(s):

For Page 10, Monthly Status Reports:

"Please clarify what is meant by 'an evaluation of each project's services and/or deliverables.'

- Is this intended to mean an evaluation of the quality of project services or deliverables?
- Are there any expectations for providing quality assurance or IV&V type oversight?"

Answer(s)/Statement(s):

Contractor shall give an assessment of the quality of each project's project management services. There is no expectation of Quality Assurance (QA) or Independent Verification and Validation (IV&V) oversight.

36. Question(s)/Statement(s):

For Page 16, Monthly Status Reports:

"Can CPHCS verify our understanding of 'same rate of award' to mean that the per-deliverable price of the deliverables specified in our response is expected to remain the same in the subsequent two years (if awarded)?"

Answer(s)/Statement(s):

Yes, the "same rate of award" means the same per-deliverable price as negotiated and agreed upon at contract award.

37. Question(s)/Statement(s):

For Page 19, Exhibit B-1 (Rate Sheet):

"Based on a Bi-Weekly Report schedule we calculate 26 bi-weekly reports rather than 25. Please confirm or correct our understanding."

Answer(s)/Statement(s):

The initial two-weeks of deliverable performance will be not have a bi-weekly report. Twenty-five (25) bi-weekly reports is the correct number.

All other terms and conditions for RFO #10-031-ITS remain the same.



**MASTER SERVICE AGREEMENT (MSA)
CALIFORNIA PRISON HEALTH CARE SERVICES
BUSINESS CONSULTING SERVICES**

**STATE OF CALIFORNIA
DEPARTMENT OF CORRECTIONS AND REHABILITATION**

REQUEST FOR OFFER

INFORMATION TECHNOLOGY (IT) CONSULTING SERVICES

RFO #10-031-ITS

October 1, 2010

The California Department of Corrections and Rehabilitation (CDCR), California Prison Health Care Services (CPHCS), is requesting offers for Information Technology (IT) Consulting Services to produce reports on nineteen (19) IT projects for quarterly reporting to the California State Legislature, Joint Legislative Budget Committee (JLBC), and the State Chief Information Officer (i.e., Office of Chief Information Officer [OCIO]). Contractor will report to CPHCS' Chief Information Officer (CIO) or designee. In submitting an offer vendor must comply with the instructions found herein.

The term of proposed Agreement is November 1, 2010 through October 31, 2011. CPHCS reserves option to extend Agreement for up to two (2) additional one-year terms at the same rate of award and/or to add funds up to maximum MSA threshold. Contract award is subject to availability of funds approved for this purpose.

All offers must be signed by an authorized officer of the company or firm who has legal and binding authority. By submitting an offer, Offeror agrees to the terms and conditions of this Request for Offer and Offeror's Leveraged Procurement Agreement (i.e., Master Service Agreement [MSA]). All vendors approved under IT Consulting Services MSA sub-category I (Independent Verification and Validation), effective October 1, 2010, are encouraged to submit offers.

Offers are due by 4:00 p.m., Monday, October 4 11, 2010. Responses and any required copies must be submitted by electronic mail (e-mail) and clearly labeled to the following departmental contact:

Department Contact:
California Department of Corrections and Rehabilitation
Attention: CYNTHIA BASA-PINZON
P.O. Box 4038
Sacramento, CA 95812-4038
(916) 324-8045
Cynthia.Basa-Pinzon@cdcr.ca.gov

RESPONSE GUIDELINES

This RFO, Offeror's response, the State's General Provisions – Information Technology (GSPD 401IT, effective 06/08/20010), and applicable IT Personal Services Special Provisions will be made part of the ensuing Standard Agreement and contract file.

Offers must be submitted electronically to the departmental contact address noted on page 1. All pages of Offeror's response received prior to due date and time will be considered. CPHCS is not responsible for any e-mail loss and/or failure to receive an Offeror's response. CPHCS assumes no responsibility if Offeror cannot transmit their response electronically to the departmental e-mail address and/or if entire response is not received prior to Request for Offer (RFO) due date.

The delivery of any offer via U.S. mail, private delivery service, and/or by personal service will not be accepted by CPHCS. In the event of such delivery, CPHCS may consider the offer as non-responsive.

Offers submitted in response to this RFO must include all of the following information:

1. Cover letter signed by the authorized officer of the company or firm who has legal and binding authority;
2. Full legal name of Offeror's organization or firm, mailing address, telephone and facsimile numbers;
3. Name, telephone number, and electronic mail (i.e., e-mail) address of Offeror's contact person;
4. Submission date of Offer;
5. A copy of Offeror's MSA that includes the California Department of General Services (DGS) logo, MSA number, term and DGS' signature approval;
6. Copy of Liability Insurance Certificate;

Offeror must provide CPHCS with a Certificate of Insurance showing that there is liability insurance currently in effect for Offeror of not less than \$1,000,000, per occurrence, for bodily injury and property damage liability combined. The Certificate of Insurance must include the following provisions:

- a. The insurer will not cancel the insured's coverage without 30 days prior written notice to the State;¹ and
- b. The State of California is included as additional insured.

7. Proof of Worker's Compensation Insurance;

Offeror shall provide CPHCS with a Certificate of Insurance showing that there is current workers' compensation insurance coverage for its employees who will be engaged in performance of the requested services. The Certificate of Insurance must include the provision that insurer will not cancel the insured's coverage without 30 days prior written notice to the State.

¹ "Days" means calendar days unless otherwise specified.

8. Completed Rate Sheet (Exhibit B-1);

Exhibit B-1 (Rate Sheet) must provide: 1) service description/deliverable; 2) personnel classification; 3) estimated number of hours per service/deliverable; 3) price [per service/deliverable]; and 4) total cost. The ensuing Agreement will be invoiced and reimbursed on a fixed-cost basis (i.e., deliverable-based).

- a. An example of Offeror's proposed Rate Sheet (Exhibit B-1) has been included within RFO (page 18).

Any modifications to SOW of the ensuing Agreement will be defined, documented and mutually agreed upon by Contractor and CIO, or designee, and may be reimbursed on a time and materials rate or fixed-cost as proposed on Exhibit B-1 (Rate Sheet).

9. Offeror Declaration Form (GSPD-05-105);

Not applicable. For this RFO, subcontracting of proposed services ~~will~~ from one contractor to another (i.e., firm-to-firm as a pass through) shall not be permitted.

10. Contractor's Small Business and/or Disabled Veteran's Business Enterprise Certification, if applicable;

11. Completed Payee Data Record (STD 204) - (Attachment A);

12. A detailed description of Contractor's approach for completing the services requested in Exhibit A (Statement of Work), Section C (Scope of Services) including, but not limited to, the functions, roles, and responsibilities of vendor personnel;

13. A description of Offeror's expertise and experience (e.g., type of services rendered, projects completed, etc.) performing IT consulting services as requested in Exhibit A (Statement of Work).

14. Three (3) writing samples demonstrating Contractor's ability to write thorough, credible, well-documented reports that are associated with an IT project's time (i.e., schedule), cost, quality assurance, human resources, communication(s), risk(s), procurement, and/or scope management.

15. Three (3) customer references for Offeror to verify engagement(s) similar in scope as requested in Exhibit A (Statement of Work);²

16. Resumes of Contractor personnel must include all of the following:

- a. All relevant work experience;
- b. A start and end date for each job cited; and
- c. Three (3) customer references³.

² Customer references will be used for selection purposes.

³ Offerors are not precluded from using the same references for proposed candidates.

17. Copies of pertinent IT certification(s) acknowledging skills and competency in performing impartial overview and review on large and/or complex projects as a condition of funding approval.

18. Other Requirements:

a. Contractor Confidentiality Statement (Attachment B):

The Political Reform Act of 1974 (Government Code Sections 81000-91015) requires consultants to file a Contractor Confidentiality Statement certifying no personal or financial interest with the Project and agreeing to keep all information concerning the project confidential.

b. Non-Disclosure Agreement (Attachment C)

c. Statement of Economic Interests (Form 700) - (Attachment D)

Interested vendors may submit questions and/or requests for clarification, via e-mail, to Cynthia.Basa-Pinzon@cdcr.ca.gov. CPHCS' response(s) to Offeror questions that provide new and/or additional information will be provided to all Offerors.

KEY DATES

Event	Date	Time
Release of Request for Offer	09/09/2010	
Questions or Clarifications Submittal (latest date)	09/24/2010	4:00 p.m.
RFO Open Forum	09/27/2010	1:00 p.m.
Offer Response Submission Due Date	10/04/2010 <u>10/11/2010</u>	4:00 p.m.
Comparison of Offers and Interview(s), if warranted	10/06/2010 – 10/12/2010 <u>10/12/2010 –</u> <u>10/15/2010</u>	
Best Value Determination – Selection of Vendor	10/15/2010 <u>10/16/2010</u>	4:00 p.m.
Proposed Contract Start Date	11/1/2010	

SELECTION PROCESS

All offers will be reviewed for responsiveness to requirements of this RFO. If a response is missing required information it may be deemed non-responsive. Responsive offers will be scored on the “Best Value” criteria listed below. Further review is subject to CPHCS' discretion.

Best Value Criteria	
Technical Experience:	40 Points
<ul style="list-style-type: none"> • Minimum of five (5) years experience performing consultant services on a variety of complex IT projects with at least two (2) years in a lead capacity performing independent project oversight and/or quality assurance duties; 	0-10
<ul style="list-style-type: none"> • Experience and ability to evaluate IT projects based on a project’s service(s) or deliverables that are associated with time (i.e., schedule), cost, quality assurance, human resources, communication(s), risk(s), procurement, and scope management; 	0-5
<ul style="list-style-type: none"> • Possession of a bachelor’s degree or equivalent university degree; 	0-5
<ul style="list-style-type: none"> • Knowledge of, and experience with, project development and support-related methodologies and/or activities; 	0-5
<ul style="list-style-type: none"> • Demonstrated experience and ability to write thorough, credible, well-documented reports; and work within tight deadlines; and 	0-10
<ul style="list-style-type: none"> • Knowledge of state IT policy and governance processes. 	0-5
Administrative Criteria:	30 Points
<ul style="list-style-type: none"> • Completeness of response package; 	0-10
<ul style="list-style-type: none"> • Detailed resumes for contractor personnel describing qualifications and work experience(s) that support Statement of Work (Exhibit A) requirements; and 	0-10
<ul style="list-style-type: none"> • Three (3) references for Offeror and/or company or firm.⁴ 	0-10
Cost:	30 Points
<ul style="list-style-type: none"> • Lowest cost proposal will receive full cost points and each proposal with higher cost will receive a percentage of total points. 	0-30

CPHCS reserves the sole right to reject any and all offers, and reissue this RFO. In the event CPHCS determines that services would be best served by awarding multiple agreements for this RFO, CPHCS reserves the right to make this determination and negotiate with Offerors having “best value” to award more than one company and/or firm. Awarded Contractor(s) will be obligated to provide services at the cost offered in the Rate Sheet (Exhibit B-1), which under no circumstances may exceed their authorized MSA rate(s).

⁴ Customer references must support consultative services offered.

EXHIBITS AND ATTACHMENTS:

Exhibit A	Statement of Work
Exhibit B	Budget Detail and Payment Provisions
Exhibit B-1	Rate Sheet
Exhibit C	CPHCS Special Provisions
Attachment A	Payee Data Record (STD 204)
Attachment B	Contractor Confidentiality Statement
Attachment C	Non-Disclosure Agreement
Attachment D	Statement of Economic Interests (Form 700)
Attachment E	Project Detail

EXHIBIT A STATEMENT OF WORK

A. BACKGROUND AND PURPOSE

The California Prison Health Care Receivership Corporation is a non-profit organization created to house activities of the Federal Receiver. United States District Court Judge, Thelton E. Henderson, established the Receivership as the result of a 2001 class action lawsuit (Plata v. Schwarzenegger) brought against the State of California over the quality of medical care in the State's prison system.

All activities of the Receivership have one common purpose: to create a collaborative environment where custody and health care staff improve upon the quality of medical services in California prisons in order to meet constitutional standards while reducing avoidable morbidity and mortality. One aspect aimed at improving inmates' access to health care is to improve the information technologies for clinical information and decision support.

In June 2008, the Receiver submitted, and the federal court approved, a Turn-Around Plan of Action (Plan) to ensure that inmates receive constitutionally adequate medical care. Specifically, the Plan identified various deficiencies in the existing medical care system, as well as measurable goals to address these deficiencies. Some of the goals include, but are not limited to, reducing the number of inmate deaths, reducing vacancies in current clinical positions, constructing new prison health care facilities, and developing a medical information technology infrastructure. To implement the Plan, CPHCS received General Funds support for development and implementation of nineteen (19) IT projects (e.g., electronic medical record system, telemedicine, utilization management etc.).

On March 16, 2010, the California Legislative Analyst's Office (LAO) released a status report on the Receiver's actions and recommended prioritization of CPHCS' most critical IT projects given the State's limited resources. The LAO has recommendation that the Receiver report at budget hearings which of the 19 projects should receive the highest priority. As a result, CPHCS is seeking offers for IT consultant services for quarterly reporting to the JLBC and OCIO.

B. CONSULTANT QUALIFICATIONS

Contractor must meet the following Mandatory Qualifications to be considered for award. Offerors will be evaluated on expertise and experience stated in the resume against the Mandatory Qualifications. At discretion of CPHCS, interviews may be a part of the selection process.

Mandatory Qualifications:

1. Minimum of five (5) years experience performing consultant services on a variety of complex IT projects with at least two (2) years in a lead capacity performing independent project oversight and/or quality assurance duties;
2. Experience and ability to evaluate IT projects based on a project's service(s) or deliverables that are associated with time (i.e., schedule), cost, quality assurance, human resources, communication(s), risk(s), procurement, and scope management;
3. Possession of a bachelor's degree or equivalent university degree;

4. Knowledge of, and experience with, project development and support-related methodologies and/or activities;
5. Demonstrated experience and ability to write thorough, credible, well-documented reports; and work within tight deadlines; and
6. Knowledge of state IT policy and governance processes.

Desirable Qualifications:

In addition to the Mandatory Qualifications, the following are desirable Contractor qualifications:

1. Experience in health care IT deployment initiatives;
2. Experience reporting to, and/or testifying before, the California State Legislature.
3. Understanding of State budget process and roles and responsibilities of the OCIO;
4. Experience with IT projects supporting correctional environments and processes;
5. Experience working with State staff and management; and
6. Ability to work in a team environment as well as independently.

C. SCOPE OF SERVICES

Contractor shall provide all of the following services for each of the nineteen (19) IT projects identified in Attachment E (Project Detail):

Report Development⁵:

1. Contractor shall develop Bi-Weekly, Monthly, and Quarterly Report templates (i.e., a dashboard) for each IT reportable project.
2. Report template(s) will be used for ongoing documentation of project status (i.e., accomplishments, issues, risks, and mitigation efforts, etc.) and must be approved by CPHCS' CIO, or designee, prior to use.

Management Workplan:

1. Contractor shall develop a Management Workplan that includes, but is not limited to, all of the following:
 - a. The degree to which each project is within approved scope, cost, and schedule;
 - b. Project accomplishments, issues, risks, and corresponding mitigation efforts;
 - c. The current estimated schedule and cost for project completion; and
 - d. Any other information to assist in review and assessment of project governance and management framework (e.g., project service(s) or deliverables associated with quality assurance, human resources, communication, procurement, and scope management).

Bi-Weekly Status Report:

1. Contractor shall provide a written Bi-Weekly Status Report to CPHCS' Contract Manager, or designee(s), for each of the 19 reportable IT projects.

⁵ Report Development is due within the first two (2) weeks of Agreement execution.

2. The Bi-Weekly Status Report shall:
 - a. Provide a current status on each IT project;
 - b. Identify project accomplishments, critical issues, risks, and corresponding mitigation efforts; and
 - c. Be presented to CPHCS' Project Management Office (PMO) Director on or before the fourteenth (14th) calendar day after contract start date and every two weeks thereafter until end of Agreement term.

Monthly Status Report:

Contractor shall provide a written Monthly Status Report to CPHCS' Contract Manager, or designee(s), for each of the 19 reportable IT projects.

1. The Monthly Status Report shall include, but is not limited to, all of the following:
 - a. An evaluation of each project's services and/or deliverables;
 - Contractor shall give an assessment of the quality of each project's PM services and there is no expectation of Quality Assurance (QA) or Independent Verification and Validation (IV&V) oversight.
 - b. Project accomplishments for current month;
 - c. Project management activities relative to cost, schedule, and identification of critical issues, risks, and corresponding mitigation efforts, if applicable.
 - d. Project governance and management framework:
 - i. Contractor must:
 - Assess and recommend improvement, as needed, to assure continuous stakeholder buy-in, participation, support, and commitment to project;
 - Verify that executive sponsors support all changes that impact project objectives, scope, cost, and/or schedule; and
 - Assess project management and organizational lines of reporting and responsibilities to provide adequate technical assistance and managerial oversight of project.
 - e. Project management:
 - i. Contractor must:
 - Verify that project management plans are created and followed;
 - Verify that project management plans and procedures are developed, communicated, implemented, monitored, and complete;
 - Verify that approved project scope and objectives are clearly defined;
 - Verify that criteria exist for measuring project success;
 - Verify that project roles and responsibilities are outlined.
 - Evaluate Workplan(s) and reports to ensure project status is accurate concerning cost, schedule, risks, and mitigation efforts, if applicable; and

- Assess project deployment strategy against organizational readiness, pre-site preparation, post go-live, and/or maintenance support.
- c. Schedule management:
- i. Contractor must:
 - Verify that a schedule has been developed for each reportable IT project with clearly defined services and/or deliverables;
 - Verify that resources are identified for sustaining and completing each reportable IT project.
 - Identify project resources and timelines that are dependent upon other CDCR/CPHCS IT projects; and
 - Evaluate project service(s) and/or deliverables to ensure completion dates are identified, monitored, and met.
- d. Issue management:
- i. Contractor must:
 - Verify existence and institutionalization of a project issue tracking mechanism to: 1) identify critical issues as they arise; 2) disseminate issues to proper stakeholders; 3) document a mitigation strategy, as appropriate; and 4) track issue(s) to closure.
- e. Risk management:
- i. Contractor must:
 - Verify that risk management plans are created and adhered to by applicable parties; and
 - Evaluate risk management plans and procedures to confirm risks are identified and quantified, and that mitigation plans are developed, implemented, and monitored.
- f. Communication management:
- i. Contractor must:
 - Verify that a communication plan is created and adhered to by applicable parties; and
 - Evaluate communication plans and strategies to ensure that work products are shared amongst stakeholders.
2. Contractor's monthly status reports are due thirty (30) calendar days after contract start date and every ~~two weeks~~ month thereafter until end of contract term.

Quarterly Report:

Contractor shall provide a written Quarterly Report to CPHCS' Contract Manager, or designee(s), for ~~each of~~ the 19 reportable IT projects.⁶

⁶ At minimum, one instance of each report covering all 19 projects is required for each reporting period.

1. The Quarterly Report shall include, but is not limited to, all of the following:
 - a. An evaluation of each project's service(s) and/or deliverables, and the degree to which each project is within approved scope, cost, and schedule;
 - b. Project accomplishments, issues, risks, and corresponding mitigation efforts, if applicable;
 - c. The current estimated schedule and cost for project completion;
 - d. Project information and overall status:
 - i. Contractor must:
 - Provide overall status for each reportable IT project that includes, but is not limited to: 1) project phase; 2) planned and actual start and end dates; and 3) approved funding for project completion.
 - e. Scope:
 - i. Contractor must verify and report the degree in which each reportable IT project is being developed within approved scope.
 - f. Cost Management:
 - i. Contractor must verify and report actual project costs against approved budget;
 - g. Schedule Management:
 - i. Contractor must evaluate and report which projects are completed and the service(s) and/or deliverables accepted by CPHCS in accordance with project schedule.
 - h. Issue/Risk Management:
 - i. Contractor must evaluate and report critical issues and/or risks, and corresponding mitigations efforts.
 - i. Major Accomplishments:
 - i. Contractor must report major project accomplishments.
2. Contractor's Quarterly Reports are due within three (3) weeks of the first State quarter and quarterly thereafter.

D. ASSUMPTIONS AND CONSTRAINTS

1. Work hours for this Agreement must be consistent with CPHCS' normal business hours 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding State holidays.
2. Contractor's performance of services, deliverables, and/or report(s) may occur during or outside normal business hours.

3. In the event Contractor fails to perform any of the following deliverables due to fault or negligence of Contractor, CPHCS may impose Section 1.a., of the State Model IT Purchase Special Provisions (Liquidated Damages), which will be incorporated by reference in the ensuing Agreement
4. The work location will be at 660 J Street, Sacramento, California, or at another designated location within the greater Sacramento area.
5. Any modifications to SOW of the ensuing Agreement will be defined, documented and mutually agreed upon by Contractor and CIO or designee.
6. Services not specified in Scope may only be performed pursuant to a work authorization signed by CPHCS.
 - a. In no event will the total amount paid for such work exceed ten percent (10%) of the value of IT consulting services required by the ensuing Agreement.
7. Contractor must submit, in advance, a resume of all personnel substitutions. All Contractor personnel substitutions must be approved by the CPHCS CIO, or designee, prior to substituted personnel commencing work.
8. CPHCS, in its sole discretion, reserves the right to require Contractor to substitute personnel.
9. CPHCS reserves the right to renegotiate services deemed necessary to meet the needs of the project according to State priorities. CPHCS and the Contractor shall mutually agree to all changes; and renegotiated services outside the scope of the original contract may require control agency approval prior to commencement of work.
 - Work Authorization

Either party may at any time propose a change to Scope. If Contractor believes that such change will increase Contractor's costs or delay completion, the parties will negotiate in good faith to try to accommodate such requests. Contractor will price any additional fees, at CPHCS' option, based on time and material rate(s) or fixed cost. Contractor will disclose and explain to CPHCS its method of pricing a change order. At CPHCS' request, the parties will use project estimation tools to aid in determining pricing and to ensure that it is competitive in the marketplace. No change will be effective unless and until set forth in a written amendment to the Agreement, which is approved and signed by the parties. Any agreed upon modifications will be performed by Contractor in accordance with the amendment and Agreement provisions. Any failure to agree to a proposed change will not impair the enforceability of other Agreement terms or in Scope.
10. CPHCS and Contractor are mutually obligated to keep open channels of communications to ensure successful performance of the ensuing Agreement. Both parties are responsible for communicating any potential problem(s) or issue(s) to CPHCS' DCIO and the Contractor, respectively, within eight (8) hours of becoming aware of said problem(s).
11. Contractor certifies that it has appropriate systems and controls in place to ensure that State funds will not be used in performance of this Agreement for the acquisition, operation, or maintenance of computer software in violation of copyright laws.

E. CPHCS ROLES AND RESPONSIBILITIES

1. CPHCS may provide cubicle accommodations at 660 J Street, Sacramento, California, or at another designated location in the greater Sacramento area. Accommodations may include a desk, telephone, computer hardware, and software necessary for performance of the work.
2. CPHCS will be responsible for monitoring and reviewing of services as invoiced.
3. CPHCS will help resolve and escalate issues within the organization, as necessary.
4. CPHCS may provide Contractor access to applicable files, reports, contracts, documents, and other relevant information.
5. CPHCS will provide staff availability for consultation meetings.
6. Provision of clerical or other support services is strictly at the option of CPHCS. Contractor should assume that CPHCS will not provide any assistance of a clerical nature for documents or telephone support.

F. CONTRACTOR ROLES AND RESPONSIBILITIES

In addition to Scope of Services specified in Item C above, Contractor is required to do all of the following:

1. Work with CPHCS' CIO and/or designee(s) to ensure any issue concerning the 19 reportable IT projects are addressed.
2. Communicate with OCIO staff and management to ensure efficient and effective exchange of information.
3. Comply with all applicable State and Agency policies and procedures, including those enumerated in Exhibit C (Special Provisions).
 - a. By accepting Agreement, Contractor (including personnel) acknowledges that he/she has read and agrees to the provisions of Exhibit C;
4. Return all State property including security badges, computer laptop, work products, etc., prior to termination of Agreement;
5. Be tested for Tuberculosis and certified to be free of tuberculosis on the TB Infectious Free Staff Certification in order to gain entrance to the Institutions;
6. Complete a Request for Gate Clearance Form, Application for Identification Card, and/or Emergency Notification form in order to gain entrance to the institutions;
7. Agree to abide by the Digest of Laws Related to Association with Prison Inmates; and
8. Perform any other duties as requested by CPHCS' CIO or designee.

G. PERIOD OF PERFORMANCE

The term of the proposed Agreement is targeted for November 1, 2010 through October 31, 2011. CPHCS reserves the option to extend Agreement for two (2) additional one-year terms at the same rate of award, and/or to add additional funds up to the maximum MSA threshold. The contract award is subject to availability of funds approved for this purpose.

H. EVALUATION OF CONTRACTOR

CPHCS' Chief Information Officer, or designee, will complete a written evaluation of Contractor's performance under the ensuing Agreement within sixty (60) days following the term end date. The evaluation shall be prepared on the Contract/Contractor Evaluation Form (STD 4) and maintained in the Agreement file for three (3) years. If Contractor's performance is deemed unsatisfactory, a copy of the evaluation shall be sent to the California Department of General Services (DGS), Office of Legal Services (OLS), within five (5) days, and to Contractor within fifteen (15) days, following completion of the evaluation.

"Days" means calendar days unless otherwise specified.

I. TERMINATION

Notwithstanding provisions #21, #22, and #23 of the State's General Provisions – IT (GSPD 401-IT, effective June 8, 2010), CPHCS reserves the right to terminate the ensuing Agreement immediately with or without cause.

J. CPHCS CONTRACT MANAGER

DIRECTOR, PROJECT MANAGEMENT OFFICE
Information Technology Services Division
California Prison Health Care Services
P.O. Box 4038
Sacramento, California 95812-4038

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

1. INVOICING AND PAYMENT

For services satisfactorily rendered, and upon receipt and approval of an invoice, CPHCS agrees to reimburse Contractor on a fixed-price deliverable basis in accordance with Exhibit B-1 (Rate Sheet).

Contractor shall submit an invoice in triplicate (with original signatures in blue-ink) specifying work delivered, number of hours performed, cost, and any outstanding issues and/or concerns that need to be addressed.

- a. Invoices for reimbursement shall not be submitted more frequently than monthly in arrears and payments will not exceed ninety percent (90%) of the total price (i.e., deliverable cost). The ten percent (10%) withholding will be payable upon completion of all deliverables and final acceptance by CPHCS.

Invoices shall be submitted with all supporting documentation that properly details all charges. Contractor's invoices submitted to CPHCS must identify the Agreement number. Any invoice submitted without the above referenced information may be returned to Contractor for re-processing.

Upon full or partial completion/delivery of goods and/or services to the satisfaction of CPHCS, Contractor shall address and submit invoice to the following:

CHIEF INFORMATION OFFICER
Information Technology Services Division
California Prison Health Care Services
P.O. Box 4038
Sacramento, California 95812-4038

2. BUDGET CONTINGENCY CLAUSE

- a. It is mutually agreed that if the California State Budget Act for the current fiscal year and/or any subsequent fiscal years covered under this Agreement does not appropriate sufficient funds for the project, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor, or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of the Agreement.
- b. If funding for purposes of this project is reduced or deleted for any fiscal year by the California State Budget Act, the State shall have the option to either cancel the Agreement with no liability occurring to the State, or offer an Agreement amendment to Contractor to reflect the reduced amount.

3. PROMPT PAYMENT CLAUSE

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927. Payment to small/micro businesses shall be made in accordance with and within the time specified in Chapter 4.5, Government Code 927 et seq.

4. TRAVEL AND MISCELLANEOUS EXPENSES

For purposes of this RFO, all travel related expenditures are the sole responsibility of bidders.

**EXHIBIT B-1
RATE SHEET**

Contractor hereby agrees to provide all labor and transportation necessary to perform installation services in accordance with the Statement of Work and the Terms and Conditions of the Agreement.

Upon completion of all deliverables to the satisfaction of CPHCS, Contractor services shall be billed and reimbursed on a deliverable basis (i.e., fixed-price) unless otherwise specified.

QTY	DELIVERABLE	PERSONNEL CLASSIFICATION	EST. # HOURS ⁷	DELIVERABLE PRICE ⁸
1	<u>Report Development</u>			
1	<u>Management Workplan</u>			
25	Bi-Weekly Report			
12	Monthly Report			
4	Quarterly Report			

Subtotal	\$ _____
Travel	+ 0.00 _____
Total Costs	\$ _____

EXAMPLE

⁷ Estimated number of hours and hourly-rate are for information and staffing purposes only, and will not be subject to evaluation.

⁸ Offeror is required to submit pricing for consulting services of each deliverable as listed in Exhibit A.

EXHIBIT C
CDCR SPECIAL PROVISIONS

1. ACCOUNTING PRINCIPLES

The Contractor will adhere to generally accepted accounting principles as outlined by the American Institute of Certified Public Accountants. Dual compensation is not allowed; a Contractor cannot receive simultaneous compensation from two or more funding sources for the same services performed even though both funding sources could benefit.

2. SUBCONTRACTOR/CONSULTANT INFORMATION

Contractor is required to identify all subcontractors who will perform labor or render services in the performance of the Agreement. Additionally, the Contractor shall notify the CPHCS, DCIO, within ten (10) working days, of any changes to the subcontractor and/or consultant information.

3. EMPLOYMENT OF EX-OFFENDERS

a. Contractor cannot and will not either directly, or via a subcontracted consultant and/or firm, employ in connection with this Agreement:

- (1) Ex-Offenders on active parole or probation;
- (2) Ex-Offenders at any time if they are required to register as a sex offender pursuant to Penal Code Section 290 or if such ex-offender has an offense history involving a “violent felony” as defined in subparagraph (c) of Penal Code Section 667.5; or
- (3) Any ex-felon in a position which provides direct supervision of parolees.

b. Ex-Offenders who can provide written evidence of having satisfactorily completed parole or probation may be considered for employment by the Contractor subject to the following limitations:

- (1) Contractor shall obtain the prior written approval to employ any such ex-offender from the Authorized Administrator; and
- (2) Any ex-offender whose assigned duties are to involve administrative or policy decision-making; accounting, procurement, cashiering, auditing, or any other business-related administrative function shall be fully bonded to cover any potential loss to the State of California.

4. LICENSES AND PERMITS

The Contractor shall be an individual or firm licensed to do business in California and shall obtain at Contractor’s expense all license(s) and permit(s) required by law for accomplishing any work required in connection with this Agreement.

In the event any license(s) and/or permit(s) expire at any time during the term of this Agreement, Contractor agrees to provide the CPHCS with a copy of the renewed license(s) and/or permit(s) within thirty (30) days following the expiration date. In the event the Contractor fails to keep in effect at all times all required license(s) and permit(s), the

State may, in addition to any other remedies it may have, terminate this Agreement upon occurrence of such event.

5. CONFLICT OF INTEREST

The Contractor and their employees shall abide by the provisions of Government Code (GC) Sections 1090, 81000 et seq., 82000 et seq., 87100 et seq., and 87300 et seq., Public Contract Code (PCC) Sections 10335 et seq. and 10410 et seq., California Code of Regulations (CCR), Title 2, Section 18700 et seq. and Title 15, Section 3409, and the Department Operations Manual (DOM) Section 31100 et seq. regarding conflicts of interest.

a. Contractors and Their Employees

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Consultant Contractors shall file a Statement of Economic Interests, Fair Political Practices Commission (FPPC) Form 700 prior to commencing services under the Agreement, annually during the life of the Agreement, and within thirty (30) days after the expiration of the Agreement. Other service Contractors and/or certain of their employees may be required to file a Form 700 if so requested by the CDCR or whenever it appears that a conflict of interest may be at issue. Generally, service Contractors (other than consultant Contractors required to file as above) and their employees shall be required to file an FPPC Form 700 if one of the following exists:

- (1) The Agreement service has been identified by the CDCR as one where there is a greater likelihood that a conflict of interest may occur;
- (2) The Contractor and/or Contractor's employee(s), pursuant to the Agreement, makes or influences a governmental decision; or
- (3) The Contractor and/or Contractor's employee(s) serves in a staff capacity with the CDCR and in that capacity participates in making a governmental decision or performs the same or substantially all the same duties for the CDCR that would otherwise be performed by an individual holding a position specified in the CDCR's Conflict of Interest Code.

b. Current State Employees

- (1) No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- (2) No officer or employee shall contract on his or her own behalf as an independent Contractor with any state agency to provide goods or services.
- (3) In addition to the above, CDCR officials and employees shall also avoid actions resulting in or creating an appearance of:
 - (a) Using an official position for private gain;
 - (b) Giving preferential treatment to any particular person;
 - (c) Losing independence or impartiality;
 - (d) Making a decision outside of official channels; and
 - (e) Affecting adversely the confidence of the public or local officials in the integrity of the program.
- (4) Officers and employees of the Department must not solicit, accept or receive, directly or indirectly, any fee, commission, gratuity or gift from any person or business organization doing or seeking to do business with the State.

c. Former State Employees

- (1) For the two year (2-year) period from the date he or she left state employment, no former state officer or employee may enter into an Agreement in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any

part of the decision-making process relevant to the Agreement while employed in any capacity by any state agency.

- (2) For the twelve-month (12-month) period from the date he or she left state employment, no former state officer or employee may enter into an Agreement with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed Agreement within the 12-month period prior to his or her leaving state service.

In addition to the above, the Contractor shall avoid any conflict of interest whatsoever with respect to any financial dealings, employment services, or opportunities offered to inmates or parolees. The Contractor shall not itself employ or offer to employ inmates or parolees either directly or indirectly through an affiliated company, person or business unless specifically authorized in writing by the CDCR. In addition, the Contractor shall not (either directly, or indirectly through an affiliated company, person or business) engage in financial dealings with inmates or parolees, except to the extent that such financial dealings create no actual or potential conflict of interest, are available on the same terms to the general public, and have been approved in advance in writing by the CDCR. For the purposes of this paragraph, “affiliated company, person or business” means any company, business, corporation, nonprofit corporation, partnership, limited partnership, sole proprietorship, or other person or business entity of any kind which has any ownership or control interest whatsoever in the Contractor, or which is wholly or partially owned (more than 5% ownership) or controlled (any percentage) by the Contractor or by the Contractor’s owners, officers, principals, directors and/or shareholders, either directly or indirectly. “Affiliated companies, persons or businesses” include, but are not limited to, subsidiary, parent, or sister companies or corporations, and any company, corporation, nonprofit corporation, partnership, limited partnership, sole proprietorship, or other person or business entity of any kind that is wholly or partially owned or controlled, either directly or indirectly, by the Contractor or by the Contractor’s owners, officers, principals, directors and/or shareholders.

The Contractor shall have a continuing duty to disclose to the State, in writing, all interests and activities that create an actual or potential conflict of interest in performance of the Agreement.

The Contractor shall have a continuing duty to keep the State timely and fully apprised in writing of any material changes in the Contractor’s business structure and/or status. This includes any changes in business form, such as a change from sole proprietorship or partnership into a corporation or vice-versa; any changes in company ownership; any dissolution of the business; any change of the name of the business; any filing in bankruptcy; any revocation of corporate status by the Secretary of State; and any other material changes in the Contractor’s business status or structure that could affect the performance of the Contractor’s duties under the Agreement.

If the Contractor violates any provision of the above paragraphs, such action by the Contractor shall render this Agreement void.

Members of boards and commissions are exempt from this section if they do not receive payment other than payment for each meeting of the board or commission, payment for preparatory time and payment for per diem.

6. DISCLOSURE

Neither the State nor any State employee will be liable to the Contractor or its staff for injuries inflicted by inmates or parolees of the State. The State agrees to disclose to the Contractor any statement(s) known to State staff made by any inmate or parolee which indicates violence may result in any specific situation, and the same responsibility will be shared by the Contractor in disclosing such statement(s) to the State.

7. SECURITY CLEARANCE/FINGERPRINTING

The State reserves the right to conduct fingerprinting and/or security clearance through the California Department of Justice, Bureau of Criminal Identification and Information (BCII), prior to award and at any time during the term of the Agreement, in order to permit Contractor and/or Contractor's employees' access to State premises. The State further reserves the right to terminate the Agreement should a threat to security be determined.

8. NOTIFICATION OF PERSONNEL CHANGES

Contractor must notify the State, in writing, of any changes of those personnel allowed access to State premises for the purpose of providing services under this Agreement. In addition, Contractor must recover and return any State-issued identification card provided to Contractor's employee(s) upon their departure or termination.

9. NON ELIGIBLE ALIEN CERTIFICATION

By signing this Agreement Contractor certifies, under penalty of perjury, that Contractor, if a sole proprietor, is not a nonqualified alien as that term is defined by the United States Code (U.S.C.) Title 8, Chapter 14, Section 1621 et seq.

The following provisions apply to services provided on departmental and/or institution grounds:

10. BLOODBORNE PATHOGENS

OTech shall adhere to California Division of Occupational Safety and Health (CAL-OSHA) regulations and guidelines pertaining to bloodborne pathogens.

11. TUBERCULOSIS (TB) TESTING

In the event that the services required under this Agreement will be performed within a CDCR institution/parole office/community based program, prior to the performance of contracted duties, Contractors and their employees who are assigned to work with inmates/parolees on a regular basis shall be required to be examined or tested or medically evaluated for TB in an infectious or contagious stage, and at least once a year thereafter or more often as directed by CDCR. Regular contact is defined as having contact with inmates/parolees in confined quarters more than once a week.

Contractors and their employees shall be required to furnish to CDCR, at no cost to CDCR, a form CDCR 7336, "Employee Tuberculin Skin Test (TST) and Evaluation," prior to assuming their contracted duties and annually thereafter, showing that the Contractor and their employees have been examined and found free of TB in an infectious stage. The form CDCR 7336 will be provided by CDCR upon Contractor's request.

12. PRIMARY LAWS, RULES, AND REGULATIONS REGARDING CONDUCT AND ASSOCIATION WITH STATE PRISON INMATES

Individuals who are not employees of the California Department of Corrections and Rehabilitation (CDCR), but who are working in and around inmates who are incarcerated within California's institutions/facilities or camps, are to be apprised of the laws, rules and regulations governing conduct in associating with prison inmates. The following is a summation of pertinent information when non-departmental employees come in contact with prison inmates.

By signing this contract, the Contractor agrees that if the provisions of the contract require the Contractor to enter an institution/facility or camp, the Contractor and any employee(s) and/or subcontractor(s) shall be made aware of and shall abide by the following laws, rules and regulations governing conduct in associating with prison inmates:

- a. Persons who are not employed by CDCR, but are engaged in work at any institution/facility or camp must observe and abide by all laws, rules and regulations governing the conduct of their behavior in associating with prison inmates. Failure to comply with these guidelines may lead to expulsion from CDCR institutions/facilities or camps.

SOURCE: California Penal Code (PC) Sections 5054 and 5058; California Code of Regulations (CCR), Title 15, Sections 3285 and 3415

- b. CDCR does not recognize hostages for bargaining purposes. CDCR has a "NO HOSTAGE" policy and all prison inmates, visitors, and employees shall be made aware of this.

SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3304

- c. All persons entering onto institution/facility or camp grounds consent to search of their person, property or vehicle at any time. Refusal by individuals to submit to a search of their person, property, or vehicle may be cause for denial of access to the premises.

SOURCE: PC Sections 2601, 5054 and 5058; CCR, Title 15, Sections 3173, 3177, and 3288

- d. Persons normally permitted to enter an institution/facility or camp may be barred, for cause, by the CDCR Director, Warden, and/or Regional Parole Administrator.

SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3176 (a)

- e. It is illegal for an individual who has been previously convicted of a felony offense to enter into CDCR institutions/facilities or camps without the prior approval of the Warden. It is also illegal for an individual to enter onto these premises for unauthorized purposes or to refuse to leave said premises when requested to do so. Failure to comply with this provision could lead to prosecution.

SOURCE: PC Sections 602, 4570.5 and 4571; CCR, Title 15, Sections 3173 and 3289

- f. Encouraging and/or assisting prison inmates to escape are a crime. It is illegal to bring firearms, deadly weapons, explosives, tear gas, drugs or drug paraphernalia on CDCR institutions/facilities or camp premises. It is illegal to give prison inmates firearms, explosives, alcoholic beverages, narcotics, or any drug or drug paraphernalia, including cocaine or marijuana.

SOURCE: PC Sections 2772, 2790, 4533, 4535, 4550, 4573, 4573.5, 4573.6 and 4574

- g. It is illegal to give or take letters from inmates without the authorization of the Warden. It is also illegal to give or receive any type of gift and/or gratuities from prison inmates.

SOURCE: PC Sections 2540, 2541 and 4570; CCR, Title 15, Sections 3010, 3399, 3401, 3424 and 3425

- h. In an emergency situation the visiting program and other program activities may be suspended.

SOURCE: PC Section 2601; CCR, Title 15, Section 3383

- i. For security reasons, visitors must not wear clothing that in any way resembles state issued prison inmate clothing (blue denim shirts, blue denim pants).

SOURCE: CCR, Title 15, Section 3171 (b) (3)

- j. Interviews with SPECIFIC INMATES are not permitted. Conspiring with an inmate to circumvent policy and/or regulations constitutes a rule violation that may result in appropriate legal action.

SOURCE: CCR, Title 15, Sections 3261.5, 3315 (3) (W), and 3177

13. CLOTHING RESTRICTIONS

While on institution grounds, Contractor and all its agents, employees, and/or representatives shall be professionally and appropriately dressed in clothing distinct from that worn by inmates at the institution. Specifically, blue denim pants and blue chambray shirts, orange/red/yellow/white/chartreuse jumpsuits and/or yellow rainwear shall not be worn onto institution grounds, as this is inmate attire. The Contractor should contact the institution regarding clothing restrictions prior to requiring access to the institution to assure the Contractor and their employees are in compliance.

14. TOBACCO-FREE ENVIRONMENT

Pursuant to Penal Code Section 5030.1, the use of tobacco products by any person on the grounds of any institution or facility under the jurisdiction of the Department of Corrections and Rehabilitation is prohibited.

15. SECURITY REGULATIONS

- a. Unless otherwise directed by the entrance gate officer and/or Contract Manager, the Contractor, Contractor's employees and subcontractors shall enter the institution through the main entrance gate and park private and nonessential vehicles in the designated visitor's parking lot. Contractor, Contractor's employees and subcontractors shall remove the keys from the ignition when outside the vehicle and all unattended vehicles shall be locked and secured while on institution grounds.
- b. Any State- and Contractor-owned equipment used by the Contractor for the provision of contract services, shall be rendered temporarily inoperative by the Contractor when not in use, by locking or other means unless specified otherwise.
- c. In order to maintain institution safety and security, periodic fire prevention inspections and site searches may become necessary and Contractor must furnish keys to institutional authorities to access all locked areas on the worksite. The State shall in no way be responsible for Contractor's loss due to fire.
- d. Due to security procedures, the Contractor, Contractor's employees and subcontractors may be delayed at the institution vehicle/pedestrian gates and sally ports. Any loss of time checking in and out of the institution gates and sally ports shall be borne by the Contractor.
- e. Contractor, Contractor's employees and subcontractors shall observe all security rules and regulations and comply with all instructions given by institutional authorities.
- f. Electronic and communicative devices such as pagers, cell phones and cameras/microcameras are not permitted on institution grounds.
- g. Contractor, Contractor's employees and subcontractors shall not cause undue interference with the operations of the institution.
- h. No picketing is allowed on State property.

16. GATE CLEARANCE

Contractor and Contractor's employee(s) and/or subcontractors(s) must be cleared prior to providing services. The Contractor will be required to complete a Request for Gate Clearance for all persons entering the facility a minimum of ten (10) working days prior to commencement of service. The Request for Gate Clearance must include the person's name, social security number, valid state driver's license number or state identification card number and date of birth. Information shall be submitted to the Contract Liaison or his/her designee. CDCR uses the Request for Gate Clearance to run a California Law Enforcement Telecommunications System (CLETS) check. The check will include a California Department of Motor Vehicles check, Wants and Warrants check, and Criminal History check.

Gate clearance may be denied for the following reasons: Individual's presence in the institution presents a serious threat to security, individual has been charged with a serious crime committed on institution property, inadequate information is available to establish positive identity of prospective individual, and/or individual has deliberately falsified his/her identity.

All persons entering the facilities must have a valid state driver's license or photo identification card on their person.

17. BUSINESS ASSOCIATE AGREEMENT

The awarded Contractor will be required meet provisions of the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191 ("HIPAA") and the regulations promulgated thereunder. The Business Associate Agreement can be located at the link below:

http://www.cdcr.ca.gov/Divisions_Boards/Plata/HIPPA_ExhibitG.html.

18. ELECTRONIC WASTE RECYCLING

The Provider certifies that it complies with the requirements of the Electronic Waste Recycling Act of 2003, Chapter 8.5, Part 3 of division 30, commencing with Section 42460 of the Public Resources Code, relating to hazardous and solid waste. Provider shall maintain documentation and provide reasonable access to its records and documents that evidence compliance. CPHCS electronic data stored upon any Provider device must be returned to the CPHCS immediately and the vendor must certify that CPHCS data is either removed from the Providers devices by degaussing or shredding per National Institute of Standards and Technology (NIST) Special Publication Series 800-88 and National Industrial Security Program (NISP) Operating Manual (DOD 5220.22-M) and Clearing and Sanitization Matrix (C&SM) based on NSA/CSS Policy Manual 9-12, "Storage Device Declassification Manual".

ATTACHMENT A
PAYEE DATA RECORD (STD 204)

The Payee Data Record (STD 204) can be located at the link below:

<http://www.documents.dgs.ca.gov/osp/pdf/std204.pdf>

**ATTACHMENT B
CONTRACTOR CONFIDENTIALITY STATEMENT**

I understand that Consultant can be categorized as a public official for purposes of adherence to Conflict of Interest laws and the filing of a Statement of Economic Interests (Form 700). I certify that I have read and understand Conflict of Interest provisions identified in the online presentation “Ethics Orientation for State Officials” sponsored by the State of California Department of Justice, Office of the Attorney General and the Fair Political Practices Commission located at <http://caag.state.ca.us/ethics/index.htm>.

I certify that I have no personal or financial interest and no present or past employment or activity which would be incompatible with my participation in any activity related to the planning or procurement processes for the Information Technology (IT) Consulting Services (RFO #10-031-ITS). For the duration of my involvement in this Project, I agree not to accept any gift, benefit, gratuity or consideration, or begin a personal or financial interest in a party who is offering, or associated with a business, on the Project.

I certify that I will keep confidential and secure and will not copy, give or otherwise disclose to any other party who has not signed a copy of this confidentiality Agreement, all information concerning the planning, processes, development or procedures of the Project and all bids, proposals, correspondence, etc. which I learn in the course of my duties on the Project. I understand that the information to be kept confidential includes, but is not limited to, specifications, administrative requirements, terms and conditions, any aspect of any supplier’s response or potential response to the solicitation, and includes concepts and discussions as well as written or electronic materials. I understand that if I leave this Project before it ends, I must still keep all Project information confidential. I understand that following completion of this project that I must still maintain confidentiality should the Project and/or my organization be subject to follow-on contracting criteria per Public Contract Code §10365.5. I agree to follow any instructions provided related to the Project regarding the confidentiality of Project information.

I fully understand that any unauthorized disclosure I make may be grounds for civil or criminal penalties and/or contract termination. I agree to advise the Director, Project Management Office (PMO), immediately in the event that I either learn or have reason to believe that any person who has access to Project confidential information has or intends to disclose that information in violation of this Agreement. I also agree that any questions or inquiries from bidders, potential bidders or third parties shall not be answered by me and that I will direct them to CPHCS’ PMO Director.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

• Organization: _____ Telephone
Number: _____

Fax Number: _____

Email Address: _____

**ATTACHMENT C
NON-DISCLOSURE AGREEMENT**

I certify that I will hold in confidence all discussions, bids, proposals, correspondence, memoranda, working papers, procurement of goods and services, or any other information on any media, which has any bearing on or discloses any aspect of the IT Project Reporting Manager. Based on my involvement with the CPHCS, where applicable, I certify that I have no personal or financial interest and no present employment or activity, which would be incompatible with my participation in the discussions, review and or participation in the procurement process for the PM and related initiative(s)/procurement(s) thereof.

At all times during and after the process by which the California Prison Health Care Services and/or the California Department of Corrections and Rehabilitation (CDCR) procures IT Consultants, CPHCS' and/or CDCR's employees, CPHCS' prospective bidders, and/or CPHCS and/or CDCR's vendors will keep confidential, and will not disclose to any third party or use, such confidential information, except in the course of their employment by or contractual relationship with the Department, and for the benefit of CDCR. The parties will protect CPHCS' and/or CDCR's confidential information using the same degree of care, but no less than a reasonable degree of care, as such party uses to protect his/her/its own confidential information. The parties will carefully restrict access to CPHCS' confidential information, and they may disclose it only to their employees, contractors, and/or other State agencies that have a need to know it and are bound by obligations of confidentiality.

I certify that I am fully able to provide fair and impartial consideration and contribution to all aspects of this project in which I am directly involved. I fully understand that any such disclosure by an employee of the State of California may be considered as a basis for disciplinary action.

Signature: _____ Date: _____

Printed Name: _____

Title _____

Organization: _____

Telephone Number: _____

Fax Number: _____

Email Address: _____

ATTACHMENT D
STATEMENT OF ECONOMIC INTERESTS (FORM 700)

The Statement of Economic Interests (Form 700) can be located at the link below:

<http://www.fppc.ca.gov/forms/700-09-10/Form700-09-10.pdf>

**ATTACHMENT E
PROJECT DETAIL**

No.	Clarity Project #	Name	Acronym	Overview/Description	Total Project Cost	Project Type	Current Phase
1	PRJ166	Health Information Management	HIM	This project will: 1) implement IT infrastructure to enable conversion of paper based filing documents and health records to images that can be accessed by clinicians at the point of care; 2) develop and implement a limited number of electronic forms and integrate them into the Clinical Data Repository; 3) and implement policy, process and procedural changes to support conversion from paper to scanned images and electronic forms.	\$47,895,793	BPR	TBD
2	PRJ016	Access to Care		<p>The Access to Care Project will redesign processes required to provide access to medical care, excluding specialty care, medication management and emergency response. The project will develop policies and procedures that enable prison health care personnel to meet a constitutional level of medical care in the California prison system.</p> <p>Includes:</p> <ul style="list-style-type: none"> - Primary Care Initiative; - Episodic Care Initiative; - Reception Center Initiative; and - Chronic Disease Management. 	\$1,143,500	BPR	Drafting Policy
3	PRJ087	Medication Administration Process Improvement Project	MAPIP	MAPIP will design processes for administration of medications at facilities to increase quality and efficiency of timely care, while decreasing costs in support of future models for care.	\$324,544	BPR	Analysis
4	PRJ032	Access to Care: Utilization		The Utilization Management Project installed Interqual and the Census	\$11,707,317	BPR & COTS Installation	Maintenance & Operations

No.	Clarity Project #	Name	Acronym	Overview/Description	Total Project Cost	Project Type	Current Phase
		Management		Discharge Data Information System (CADDIS) to provide evidence-based decision tools and interdisciplinary review processes for increased access to specialty care and reduced morbidity and cost.			
5	PRJ008	Laboratory Services Management	LIS	This project will reduce inefficiency and improve timeliness of medical care for CDCR's inmate-patients by creating and implementing a statewide strategy to improve operations for enterprise clinical laboratory services. This redesign of lab services will improve business processes to enable integration of healthcare system improvements as they come on-line, including overhauls of information technology and telemedicine. Long-term improvements will require the infrastructure to support an enterprise Laboratory Information System (LIS) and a clinical data warehouse.	\$33,165,012	BPR & COTS Installation	Initiation
6	PRJ019	Centralized Transcription & Dictation		The purpose of this project is to implement a centralized dictation and transcription department at thirty-three (33) adult institutions.	\$8,591,118	BPR & Modified COTS Installation	Deployment
7	PRJ024	Clinical Data Repository	CDR	This supports the centralized clinical data repository (CDR) and portal solution to serve as the foundation for enterprise-level, integrated health information management.	\$110,327,582	Modified COTS & System Integration	Main Project Deployment/ Subprojects – various phases
8	PRJ013	Health Care Scheduling System	HCSS	HCSS is an enterprise-wide system for recording and tracking health care requests, scheduling health care appointments, and closing health care ticket requests. HCSS is located within the Strategic Offender Management System (SOMS), which is CDCR's	\$20,746,324	BPR & Modified COTS Installation	System Testing

No.	Clarity Project #	Name	Acronym	Overview/Description	Total Project Cost	Project Type	Current Phase
				Enterprise solution for offender management. HCSS provides a single access point for an inmate's entire schedule including custody and health care. HCSS replaces the scheduling component of several legacy scheduling and tracking systems.			
9	PRJ072	Pharmacy - Central Fill		The Central Fill Pharmacy will fulfill prescriptions for all thirty-three (33) adult institutions. The Central Fill Pharmacy will function to procure and pre-package bulk pharmaceuticals, and distribute orders entered in the GuardianRx software solution. The pharmacy will have automated inventory management; medication checks, and provide distribution of prescriptions by next business day to all institutions.	\$24,636,143	BPR & Modified COTS Installation	Pilot Testing
10	PRJ029	CPHCS Guardian RX Pharmacy Conversion		This project installed hardware and pharmacy software in all required locations to support pharmaceutical and nursing point-of-service functions for medications. The new GuardianRx software will support decentralized order refill processes, Medical Administration Record (MAR), and clinical process modifications required for single-phase GuardianRx interface.	\$26,485,175	BPR & Modified COTS Installation	Maintenance & Operations
11	PRJ103	Pharmacy - Electronic Medication Administration Record	eMAR	The eMAR project will: 1) provide a platform to track inventory, order medication, develop medication administration groups allowing nurses to pull medications per delivery sector and scan product bar codes linked to the eMAR; 2) assure safety and improve administration speed and efficiency; and 3) provide a compliance and administration record. The eMAR will	\$28,146,541	BPR & Modified COTS Installation	Initiation

No.	Clarity Project #	Name	Acronym	Overview/Description	Total Project Cost	Project Type	Current Phase
				integrate with and compliment GuardianRx, improve patient safety, medication administration and documentation through patient medication tracking, inventory control, patient utilization and compliance data.			
12	PRJ021	Enterprise Clinical Imaging Project		The Enterprise Clinical Imaging project will standardize and upgrade medical imaging services for all thirty-three (33) CDCR adult institutions. The project will address and resolve proven access, quality, safety, and financial issues in imaging services. The project will develop new procedures for management and delivery of medical imaging services.	\$27,406,316	COTS Installation	Initiation
13	PRJ094	Telemedicine		This project will deliver an improved telemedicine program to CPHCS, resulting in significantly improved access to care and quality of care for CDCR inmates, while significantly reducing cost and increasing effectiveness of health care service delivery at CDCR institutions, and providing a positive return on investment.	\$38,735,436	BPR & Infrastructure Installation	Policy Development
14	PRJ030	Business Information System (Shift & Post Scheduling)	BIS	The BIS project is managed by CDCR. CPHCS' BIS project includes implementation of SAP financial management, supply chain management and human resources management for CPHCS.	\$31,033,868	BPR and Modified COTS ERP	Development
15	PRJ500	Strategic Offender Management System	SOMS	The SOMS project is managed by CDCR. SOMS is the central enterprise-wide IT system for maintaining essential demographic and correctional information for all current and former State inmates. For CPHCS, the most	\$23,006,647	BPR and Modified COTS	System Testing

No.	Clarity Project #	Name	Acronym	Overview/Description	Total Project Cost	Project Type	Current Phase
				critical function of SOMS is health care scheduling, which will be implemented with development and implementation of the SOMS scheduling module.			
16	PRJ002	End User Migration to Data Center	DC and EUM	CPHCS is implementing a new medical-grade data center to support the CPHCS network infrastructure consisting of Headquarters and thirty-three (33) adult institutions. The DC&EUM Project will migrate existing CPHCS staff and hardware, integrating Active Directory, MS Exchange, local LAN-to-LAN applications connectivity, and network infrastructure and support for new CPHCS staff and applications.	\$16,952,683	Infrastructure	Deployment
17	PRJ018	Healthcare Data Center		This project provides a dedicated data center to support the CPHCS network infrastructure consisting of headquarters and thirty-three (33) adult institutions. Integration of Active Directory, E-mail, Call Center, Centralized Services, and Network Storage to support CPHCS organizational requirements. This project includes migration of existing CPHCS staff and hardware within CDCR to the new CPHCS network infrastructure.	\$101,296,958	Infrastructure	Maintenance & Operations
18	PRJ010	Healthcare Network Infrastructure		This project is to build a dedicated high-speed data network, connecting 33 individual institutions and various other buildings to a central Data Center, sufficient for all present and future IT programs.	\$181,501,008	Infrastructure	Deployment
19	PRJ039	Mental Health Tracking System	MHTS	This project will upgrade the Mental Health Tracking System (MHTS) application and replace thirty-two (32) separate Access databases with a web	\$2,073,870	Custom Development	Deployment

No.	Clarity Project #	Name	Acronym	Overview/Description	Total Project Cost	Project Type	Current Phase
				application and a single centralized database.			