The Boston Public Health Commission’s Information and Technology Services department would like you to be aware of the following changes to the Migration and Redesign of the SharePoint 2007 Intranet RFP document.

1.6 Evaluation Criteria

Table A – Initial Evaluation
Project Functionality
- Requested Features (Appendix 1)
- Additional Features

CHANGE TO
Reference to (Appendix 1) removed

1.6 Evaluation Criteria

Table B – Demonstration
The demonstration will be through a web-based presentation and will be attended by users of the software including finance and non-finance staff.

CHANGE TO
The demonstration will be through a web-based or in person presentation and will be attended by BPHC stakeholders.

Table B – Demonstration

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<td>Understanding of BPHC’s requirements for all user groups</td>
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<td>Demonstration using relevant information and examples</td>
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<td>· Features</td>
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### 1.5 Proposal Submission Format and Checklist

#### Pre-Submission Checklist

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### 5.4 References:

- Provide a minimum of three (3) and a maximum of five (5) selected projects. Information should include detail on past projects the proponent has completed for municipalities or public health agencies that are similar in size to BPHC. Specifically highlight any municipalities that are using Microsoft Dynamic Great Plains (GP) financial software.

**CHANGE TO**

### 5.4 References:

- Provide a minimum of three (3) references for similar projects. Information should include detail on past projects the proponent has completed that are similar in size to BPHC. Include projects that have been completed for municipalities or public health agencies if applicable.

### 5.5 Pricing:

- Using the Summary Form of Proposal, proponents shall provide details about individual costs for:
  - Software - including each module component outlined in their proposal to provide the Requested Features (i.e. operating, capital, salary, reporting);
o UI Design
o Implementation of installation;
  o Training;
  o Annual support costs (3 Years); with option of 2 Year extension with BPHC approval
  o Annual licensing costs, including cost per user license (3 Years); with optional Years
  o Separate pricing shall be provided for any additional requirements outside the scope of work that the proponent feels would benefit the BPHC and be clearly identifiable.

CHANGE TO

5.5 Pricing:

- Using the Summary Form of Proposal, proponents shall provide details about individual costs for:
  o Software – Nintex purchase options for Standard and Enterprise editions for 5, 10 and 20 workflows.
  o UI Design
  o Implementation of installation
  o Separate pricing shall be provided for any additional requirements outside the scope of work that the proponent feels would benefit the BPHC and be clearly identifiable.

Summary Form of Proposal (Pg. 12)
See original document below and updated document on the following page.

Summary Form of Proposal

Name of Project: New Practice Management System/Electronic Medical Record/Third Party Billing Software System

Description Cost:

Software (operating, capital, salary & reporting modules) $ ______________________

UI Design $ ______________________

Implementation costs $ ______________________

Training $ ______________________

Annual support costs (years 1 – 5) $ ______________________

Annual licensing costs, including cost per user (years 1 – 5) $ ______________________

Additional fees (include description) $ ______________________

Submission Requirements:

Requested Features Appendix 1 – Attached

Proof of insurance (liability and professional liability)

W9 Tax Form
Signed and submitted for and on behalf of:

**Proponent:**
__________________________________________________________
(Company Name)

**By:**
__________________________________________________________
(Print Name and Title)

__________________________________________________________

Executed this __________ day of ____________________________, 20________

CHANGE TO (see following page)
Summary Form of Proposal

Name of Project: New Practice Management System/Electronic Medical Record/Third Party Billing Software System

Description Cost:

Software (Nintex) $ ______________________
UI Design $ ______________________
Implementation costs $ ______________________
Annual licensing costs for Nintex (1 year) $ ______________________
Additional fees (include description) $ ______________________

Submission Requirements:

Proof of insurance (liability and professional liability)
W9 Tax Form

Signed and submitted for and on behalf of:

Proponent: __________________________________________________________

(Company Name)

By: ______________________________________________________________

(Print Name and Title)

____________________________________________________________

(Authorized Signature)

Executed this __________ day of ____________________________, 20________