



COCHISE COUNTY PROCUREMENT DEPARTMENT

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Phone: (520) 432-8390 | Fax: (520) 432-8397

19-27-HEA-02

Attachment 2 – Scope of Work

In accordance with 19-27-HEA-02, the Contractor shall provide all labor, materials, transportation and expertise required to establish a Correctional Medical Records System to the satisfaction of the County. The Contractor shall complete the following tasks:

Task 1 - The successful vendor shall be required to install and configure the selected software applications on designated servers within IT environments/networks based on the County requirements located at 203 North Judd, Bisbee, AZ 85603 and 100 Colonial De Salud, Ste 200, Sierra Vista, AZ 85635.

Task 2 - Offeror will identify details relating to the services and will prepare a Statement of Work, which specifies, among other things, the parties' respective tasks and responsibilities, project schedule, including software installation, training and testing and any other requirements necessary to make the system fully functional.

Task 3 - Offeror shall include a copy of their Software Agreement with their response. This shall include License Agreement, Maintenance Agreement, Software Support, Maintenance and Software Services, at a minimum.

Task 4 - Warranty: Offeror shall warrant that the Software, and any components furnished, will be operational, as intended for use prior to payment from the County.

Task 5 - Offeror shall completely fill out and return Appendix A - Vendor Submission Cover Letter to list provider, pricing and software/equipment required elements to be installed, and any applicable evaluation literature.

Task 6 - In addition to the Appendix A requirements the following additional requirements should be included in order for your submittal to be considered complete:

- Fingerprint “back up plan” if using fingerprint ID
- Remote access for Providers and on-call staff
- The ability to edit or create forms for documentation
- Patient teaching leaflets
- Clouse-based hosting (as an option)
- Compliance with NCCHC forms
- Any pricing/fees associated with importing and exporting data
- Kiosk integration for medical requests
- The ability to retrieve historical data for return inmates