

**EXHIBIT "A"**  
**HIDALGO COUNTY HEALTH DEPARTMENT**  
**"Syndromic Surveillance System Project, Region 11"**  
**RFP Nº 2009-341-08-21-YZV**

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**OVERVIEW**

Hidalgo County Health Department is seeking proposals for a Turnkey "Syndromic Surveillance System to Connect to 25 Hospitals in Region 11" from a qualified vendor. The Hidalgo County Purchasing Department will receive sealed envelopes containing proposals for the provision of "Syndromic Surveillance System to Connect to 25 Hospitals in Region 11" as specified herein. Sealed proposals will be accepted until 9:30 a.m. on Friday, August 21, 2009. **ANY RFP RECEIVED AFTER THAT DATE AND TIME WILL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED.**

Deliver Submittal to:

RFP No.: 2009-341-08-21-YZV  
Martha L. Salazar, CPPB, Purchasing Agent  
Hidalgo County Purchasing Department  
New Administration Building  
2802 So. Business Hwy 281  
Edinburg, Texas 78539

**The Submittal Envelope Must Show:**

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**SECTION I - GENERAL TERMS AND CONDITIONS**

**ADDITIONAL INFORMATION:** Hidalgo County is requesting that sealed proposals be routed to Martha L. Salazar, CPPB, Purchasing Agent, at 2802 So. Business Hwy 281, New Administration Building, Edinburg, Texas 78539. All inquiries must be directed to Hidalgo County Purchasing Agent, Martha L. Salazar. Hidalgo County will asset Hidalgo County Community Supervision & Corrections Department in addressing any and all inquiries. All responses will be distributed through Hidalgo County Purchasing Department. Proposers are through the Hidalgo County Purchasing Department. **WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE BY NO LATER THAN WEDNESDAY, AUGUST 12, 2009, at 5:00 P.M.** at (956) 318-2629. Responses will be sent to all applicants via facsimile by **Friday, AUGUST 14 2009, AT 5:00P.M.. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

**DISCLOSURE OF CONFLICT OF INTEREST:**

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as **Exhibit D**, the vendor, person consultant or contractor's affiliation or business relationship that might cause

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a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contract or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encourage to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please submit complete CIQ forms to the Hidalgo County Clerk's Office locate at 100 N. Closner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.**

**NON-COLLUSION:** Submitters, by submitting a signed submission, certify that the accompanying submission is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Texas or United States law.

**NON-DISCRIMINATION:** Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

**PROCESSING TIME FOR PAYMENT:** Submitters are advised that a minimum of thirty (30) days is required to process invoices for payment.

**ELECTRONIC TRANSMISSION OF BIDS:** Hidalgo County's Purchasing Department will not accept telegraphic or electronically transmitted submissions.

**PROOF OF FINANCIAL AND BUSINESS CAPABILITY:** Submitters must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these requirements. Hidalgo County will make the final determination as to the submitter's ability.

**SUBMITTER DEFAULT:** Hidalgo County reserves the right, in case of submitter default, to procure the articles or services from other sources and hold the defaulting submitter responsible for any excess costs occasioned thereby.

**RESTRICTIVE OR AMBIGUOUS REQUIREMENTS:** It is the responsibility of the submitter to review the Request for Proposal (RFP) packet and to notify the Purchasing Department if the requirements are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the requirements or proposers procedures must be received

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in the Purchasing Department not less than seventy-two hours prior to the time set for the opening. These criteria also apply to requirements that are ambiguous.

**PROPOSAL DELIVERY:** Hidalgo County requires submitters, when hand delivering proposals, to have a Purchasing Department representative time/date stamp and initial the envelope when dropping RFP off.

**SIGNING OF PROPOSALS:** In order to be considered all submittals **must** be signed. **Please sign the original in [blue](#) ink.**

**WAIVING OF INFORMALITIES:** Hidalgo County reserves the right to waive minor informalities or technicalities when it is in the best interest of Hidalgo County.

**SUBCONTRACTING:** The successful submitter may not subcontract the award without the written consent of the Board of Judges of Hidalgo County.

**Additional Information to Terms and Conditions:** All costs and expenses with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the proposer and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.

Any contract awarded to a successful proposer will be in effect until (a) the contract expires, (b) delivery and acceptance of products and/or performance of services ordered, or (c) terminated by County with thirty day's written notice prior to cancellation.

**SECTION II - RFP REQUIREMENTS**

**Request for Proposal:** The required contents and limitations for the preparation of the RFP are described in this section. Failure to provide the requested information or adhere to any County limitations will result in disqualification of the submitted RFP. A total of **one (1) original and seven (7) copies** of the RFP shall be submitted to the address on the cover letter.

**Contents:** The required contents for the RFP are presented below in the order they should be incorporated into the submitted document.

**UNDERSTANDING OF THE PROJECT:**

This section should demonstrate the firms understanding of the project needs, the work required, and any local issues or concerns. Briefly explain how long you have been organized and your corporate business objectives. Explain how long you have been in business. This description should be concise, candid, and limited to 3 pages in length.

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**Personnel and Staffing:** The firm should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel. There is a one (1) page limitation for each biographic summary provided. Information regarding the firm's credentials, education and experience with other government entities is required and will be scored accordingly during the evaluation process.

**Required Certificates and Submittal:** This section will contain any licenses, registrations and certifications as required by the STATE OF TEXAS and HIDALGO COUNTY that you possess that deem you as a qualified provider.

**If proposer/company cannot meet any of the following services/responsibilities, such exceptions must be noted on the company's cover letter.**

**DURATION OF CONTRACT:** The initial term of the contract shall be for a two (2) year period, , with the County's option to renew for additional one (1) year term. In addition, any renewal must be delivered to the County of Hidalgo ninety (90) days prior to renewal with same rates terms and conditions.

**NUMBER OF COPIES TO BE SUBMITTED:** Hidalgo County requires **one (1) original submittal and seven (7) copies.**

**SECTION II A – SCOPE OF SERVICE**

**SCOPE OF SERVICES**

The required contents and limitations for the preparation of the RFP are described in this section. Failure to provide the requested information or adhere to any County limitations will result in disqualification of the submitted RFP. A total of **one (1) original and seven (7) copies** of the RFP shall be submitted to the address on the cover letter. If proposer/PARTICIPANT cannot meet any of the following services/responsibilities, such exceptions must be noted on the company's cover letter.

If, during the life of the contract, the successful proposer's net prices generally available for items awarded are reduced or below the contracted price, it is understood and agreed that the benefits of such reduction be extended to the County.

- Vendor will connect hospital information systems at 25 hospitals in DSHS Health Region 11 to a central hosted infrastructure for the purpose of collecting syndromic data for use in syndromic surveillance.
- Vendor will connect hospitals using Cisco IPSEC Lan-to-lan VPNs to secure data transmission.

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- Vendor will accept real-time data connection from hospital using MLLP and HL7 protocols, using an open source HL7 integration engine and storing the data in a non-proprietary database schema using SQL Server 2005 or higher.
- Vendor will provide a virtualized host running CentOS 5.2 or greater suitable for hosting on VMWare Enterprise Infrastructure, which shall contain a working installation of Realtime Outbreak and Disease Surveillance (RODS) v5.02 or higher, with algorithm monitoring and alert triggering, and which shall use the database provided in (3) to run its detection algorithms and statistical analysis. The server will use Tomcat as the servlet container required for RODS.
- Vendor will provide a virtualized host group consisting of three hosts running Windows Server 2003 which shall be used to run ESSENCE IV in the following configuration: 1 database server running Windows 2000; 1 application server running IIS; 1 analysis server running the ingestion and background analysis.
- Vendor will provided a VMWare Enterprise Infrastructure environment to contain the hosts detailed in (4) and (5), consisting of at least three discrete ESX hosts. Hosts shall be connected to a fiber-channel storage array with at least 3 terabytes of storage on 15,000 rpm hard drives.
- Vendor will provide access to the Health Department over T1 connection to the web application servers detailed in (4) and (5).
- Security of the data shall be maintained using encrypted protocols and a secure storage implementation.
- All physical servers will be stored and operated from a secure network operations facility including smart card authentication.

**SERVICES:**

The PARTICIPANT shall, in accordance with all terms of this agreement, provide all necessary personnel, equipment, materials, supplies, facilities, and services (except as may be furnished by the department as specified in writing as part of this AGREEMENT) and do all things necessary for, or incidental to, the provision of the services listed as follows:

**DAVIS BACON ACT (IF APPLICABLE):**

All selected and awarded firms are required to include the Davis-Bacon Act when advertising and developing specifications.

**SECTION III - SELECTION AND SCHEDULES**

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**SELECTION PROCEDURES:** The RFP shall be submitted according to the schedule below. The County of Hidalgo is not required to select the proposal with the lowest rates/fees, but shall take into consideration other factors, including past experience, evidence of good organization, references, ability to provide requested services, and any other factors found necessary for quality service.

**Proposal Ranking:** Hidalgo County Health Department and Purchasing Department will evaluate, score and rank.

**Negotiation Process:** The number one ranked firm will be contacted to submit a draft contract for negotiation. If negotiations prove unsuccessful, the next highest ranked company will be contacted. The County of Hidalgo reserves the right to reject any and all RFPs.

**PROPOSAL SUBMITTED TO:** An original and seven (7) copies of RFPs should be submitted to:

Martha L. Salazar, Purchasing Agent  
Hidalgo County Purchasing Department  
New Administration Building;  
2802 So. Business Hwy 281  
Edinburg, Texas 78539

RFPs must be submitted by **no later than 9:30 a.m. on AUGUST 21, 2009.**

**EVALUATION:** The firms will be ranked after evaluation. RFP submittal evaluation will be based on the criteria outlined in Exhibit B.