RFQ Conference Call Meeting Minutes

PROJECT: RFQ 24-20-SSP Moffitt IT App Development and Management Request for Qualifications for Continuous Services

MEETING LOCATION: Conference Call

MEETING DATE/TIME: February 29, 2024, at 10:00 a.m. EST

Attendees:

Moffitt Cancer Center: Ashish Jain, Daniel Zichello, Colette Glover-Hannah, Trillany Jacobson

Vendors: Apex Systems, Gravity IT Resources, NTT, Talent Groups, Zones/Sonata Software

Notes:

An overview of the RFQ was given by Ashish Jain and Daniel Zichello.

1) Please elaborate on Section 2, is the $750k per project?
   a. Yes
2) Can you define nearshore, offshore, onshore and do you have a preference?
   a. All three offerings would be ideal based on project needs: new development and KTLO work.
3) Is there a preference for app maintenance/support – nearshore, onsite?
   a. It will depend on the role for the project – e.g., big release may need some roles onsite.
4) What is the overall scope, is this for a specific product or solution? What products are you looking for? Are there specific requirements or products?
   a. Please include as much information on your background and capabilities.
5) Is the tech help desk in scope here?
   a. No, most resources will be Level 2 app support.
6) What is your tech stack?
   a. Hosting/on prem – we are hybrid depending on the app in the system; the new systems being implemented are cloud based. Small footprint on AWS on the data side; low code platforms (PEGA/Outsystems); legacy apps are on-prem hosted; Snowflake for data marts, PEGA Optimizely.
7) Code stack – App Dev?
   a. MS .NET; not Azure DevOps; going more in platform direction.
8) Section 7 Question 25 regarding network connectivity, does this RFQ also include Infa services to build/own/manage the infrastructure?
   a. We'll expect coordination with our internal network/infra teams.
9) What is your roadmap/types of projects coming up?
   a. Digital transformation, basic capabilities, enablers, foundational, e.g., mobile app, CRM, website. Additional areas are patient facing – in research, KTLO support, etc.
10) Are you also evaluating your core EMR system?
    a. That is yet to be determined and is not part of this RFQs scope.
11) Would you consider vendors with only onshore staffing?

a. We are looking for suppliers with multiple options based on the project.

12) Do you require the hourly rate of team members in response to this RFQ?
   a. We expect the standard rate card.

13) What would be the cost of budget allocation, towards app or app support?
   a. It depends on the type of project, i.e., development vs. support. Transformation efforts are large-scale efforts, we would assume that a development team of less than 20 people plus a few app support resources will be needed.

14) Post RFQ, what will be the type of participation? Multi-vendor collaboration or a project given to a single vendor?
   a. No more than 2 vendors will collaborate on any given project.

15) Do you have any needs for UX?
   a. Yes, we expect the vendors to have all type of resources i.e., UX, Analytics, Product Managers, Front End Developers, FS Developers, etc.

16) Would you be interested in looking at AQ Automation?
   a. Yes.

17) How many vendors do you expect to have?
   a. The scope of the RFQ is to have a pool of vendors to support Moffitt's needs. We haven't identified the exact number but that will be determined upon receipt of the proposals.

18) Can we participate in the RFQ is we are a 5-year-old company?
   a. Eight years was set to gauge maturity, if you can demonstrate that level of maturity you are welcome to submit a proposal.

19) Are we limited to a 20-page proposal?
   a. Yes, the 20 pages must include your rate card, but Appendix 1 can be uploaded separately and will not count towards the 20-page page limit.

Colette Glover-Hannah reminded vendors to fill out and submit Appendix 1 as well as any additional information relevant to vendor's diversity initiatives.

Trillany announced that emailed questions would be welcomed through Wednesday, March 6th and closed the meeting.

Important updates: Emailed questions will now be accepted through March 8th, 2024. They must be directed to RFP@Moffitt.org.

The deadline for proposals is extended to March 18th by 2:00 p.m. EDT, only through Symplr/MD Buyline.