



**ADDENDUM #2
Housing and Human Services
HHS Community-Facing Data Dashboards
RFP # 7367-22**

October 12, 2022

The attached addendum supersedes the original Information and Specifications regarding RFP # 7367-22 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

1. Question: Is there an incumbent that has performed this work in the past or has performed preliminary work for this solicitation?

ANSWER: We have a team that develops internal dashboards, but there is no incumbent for public-facing dashboards.

2. Question: RFP instructions on page 2 states “NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED” but on page 7 the RFP states “Detailing previous projects that you have led –with examples of visualizations/links/etc.” Can we share links of publicly available prior work or just images?

ANSWER: Links to external sites that have examples of previous work and projects will be accepted.

3. Question: Is there a budget or budget range for this effort and can you share the budget amount?

ANSWER: \$40,000 with some potential room for flexibility.

4. Question: Do you expect to complete database ETL work inhouse based on vendor specifications or should we include that work in our cost proposal?

ANSWER: The specifics of ETL work are unknown, so please include any ideas in your proposal.

5. Question: How big are the datasets listed in the RFP?

ANSWER: Unknown at this time.

6. Question: Do dashboards need to be mobile responsive (designed for phone or tablet usage)?

ANSWER: Yes.

7. Question: What is the timeline for the project or date by which the County wishes to complete this project?

ANSWER: Approximately 6 months from the start date. i.e. roughly mid-2023.

8. Question: The RFP states that Boulder County seeks to work with a vendor to deeply enhance the analytics component of the reports and data visualization ecosystem. Is this solicitation for public facing dashboards only or will internal dashboard development (requiring named users) be included in the requirements?

ANSWER: This solicitation is for public-facing dashboards only.

9. Question: If internal reports are needed, can you provide a list (number and type) of the current internal reports to be developed and provide de-identified samples? Will they need a security model to authorize user access?

ANSWER: Internal reports will not be needed - this solicitation is for public-facing dashboards only.

10. Question: Can you provide a copy of the OCYF report referenced on the website detailing system overhaul needed for Trails system?

ANSWER: Not at this time, unfortunately.

11. Question: Does the Department have access to social determinants of health data that can be included in the warehouse?

ANSWER: Yes, our data warehouse does include at least some data that could be considered “social determinants of health data”.

12. Question: Does the Department wish to use the CO Agile IDIQ contract as a purchasing vehicle?

ANSWER: No.

13. Question: Would the proposed solution need to store HIPAA data?

ANSWER: No HIPAA data would be exposed via any public-facing dashboard.

14. Question: On page 7, for question 1, are you seeking an automated tool to do this, or are you asking for the human expertise to determine the proper data to share?

ANSWER: We are recommending a community engagement component in order to gain a full understanding of what the community needs and how they can fully benefit from these dashboards, but the model of community engagement is up to each bidder to propose.

15. Question: What are some of the connections available to us for retrieving data from the Boulder County Connect system? For example, could you please advise whether it’s cloud-based vs. on-premises, whether it has a relational database we could connect to, API endpoints, etc.?

ANSWER: On-premises relational database (SQL server). There are currently no available external connections.

16. Question: Some of the reports/visuals are meant to be public-facing, and others are meant to be internal-only. Is that correct?

ANSWER: This solicitation is for public-facing dashboards only, although it might be helpful to note that we have an internal team that develops internal-facing dashboards.

17. Question: What are some of the analytics capabilities you are looking for?

ANSWER: Primarily descriptive as a starting point with potential to evolve into prescriptive.

18. Question: Would you be open to combining Tableau with another solution, and using the two together if we are able to integrate?

ANSWER: We are willing to consider a solution like that.

19. Question: If you are able to share, what are some of the downsides of the current Tableau solution that you are looking to improve upon?

ANSWER: There are no downsides – we think Tableau is an excellent product. We just haven't extended it – or any other data visualization solution – beyond an internal audience.

20. Question: What are the specific technical evaluation criteria that our proposed solution will be measured against? Does the incumbent have a price-competitive advantage, given that they will only need to provide an updated cost?

ANSWER: We have a team that develops internal dashboards, but there is no incumbent for public-facing dashboards. Thus, no bidder for this proposal should have any incumbent-related advantage.

21. Question: The "Cost" line item in the Evaluation Criteria asks whether the bidder can complete the project close to the proposed budget. Could you please specify a range for the proposed budget? We ask because the incumbent would likely have greater insight into what the budget would be, based on the prior sale. Or, can you share what was spent on the initial solution?

ANSWER: The proposed budget is \$40,000 with some potential room for flexibility. Please refer to the answer to question 20 for additional clarification.

22. Question: Would you be willing to consider an extension for this Opportunity, given the responses to Q&A will be coming out four business days prior to submission date?

ANSWER: Yes, the final date for proposals has been extended by a week to 10/21/2022.

23. Question: Do you anticipate the entire project being conducted virtually? Or would you like any components to be held in person?

ANSWER: The entire project could absolutely be conducted virtually.

24. Question: What is the budget range or cap for this project?

ANSWER: The proposed budget is \$40,000 with some potential room for flexibility.

25. Question: Are out-of-state vendors eligible for this contract?

ANSWER: Yes.

26. Question: How much community engagement would you like included in the scope? Would something like 3 surveys and 3 listening sessions with the target audiences (HHS staff, community-based organizations, and the entire community) be sufficient?

ANSWER: We are recommending a community engagement component in order to gain a full understanding of what the community needs and how they can fully benefit from these dashboards, but the specifics of community engagement are up to each bidder to propose.

27. Question: While we understand the final deliverable cannot be known until the project is underway, does something like this sound like what HHS is looking for? A website that houses an interactive data dashboard with capability to download static reports and graphics that can be shared offline.

ANSWER: Yes.

28. Question: What is the proposed budget?

ANSWER: The proposed budget is \$40,000 with some potential room for flexibility.

29. Question: You indicate data is already stored in a Data Warehouse

- a. Is this on-prem, Cloud IaaS, or Cloud PaaS?
- b. What technology stack is used?
- c. Is there an expectation for the respondent to enrich/modify the Data Warehouse if required to meet deliverable requirements or will any changes be requested of, and performed by, the Boulder County Data Warehouse team?

ANSWER: a) On-premises b) SQL Server c) Any proposed enrichments/modifications to our Data Warehouse would almost certainly be conducted by our in-house team.

30. Question: Long View would recommend PowerBI Embedded for this scenario due to:

- a. Lower license costs
- b. Higher degree of customization
- c. Ease of embedding in a web portal
- d. Additional features/functionality for external facing analytics

ANSWER: We don't see a question here. If PowerBI is the recommended solution from any bidder, please include details in the proposal.

31. Question: Will a proposal that does not include Tableau be considered a negative?

ANSWER: Yes. We need Tableau to be at least part of the proposed solution.

32. Question: We did not see a scope of work (SOW) on the Bidsit site. Can you please provide a SOW or does the Specifications on pages 6 & 7 contain the information we should base our response on?

ANSWER: The Specifications section contains the information on which you should base your response.

33. Question: Is there any consideration for an extension of the Oct 14th 2022 (2PM) response deadline?

ANSWER: Yes, the final date for proposals has been extended by a week to 10/21/2022.

34. Question: Who developed and currently maintains the Data Warehouse? When was it developed?

ANSWER: Our Data Warehouse was initially developed in 2014 by Boulder County IT and HHS. It is currently maintained by Boulder County IT.

35. Question: What is the current data warehouse's tech stack and where is it hosted?

ANSWER: SQL Server, hosting on-premises.

36. Question: Can you please provide the size of the current data warehouse and its growth rate over the year?

ANSWER: Unfortunately we don't have either of those figures in time for the due date of these responses.

37. Question: Can the vendor be provided with access to the data warehouse to build dashboards?

ANSWER: The specifics of how the vendor will access data in our Data Warehouse will depend on the proposed solution.

38. Question: Can you please clarify, who developed and currently maintains the Boulder County Connect tool? Do you have an incumbent vendor?

ANSWER: Our Data Warehouse was initially developed in 2014 by Boulder County IT and HHS. It is currently maintained by Boulder County IT. There is no incumbent vendor for the development of public-facing dashboards.

39. Question: Can you please specify the total number of data sources/third-party systems by services that are currently integrated with the data warehouse?

ANSWER: We don't have an exact number of data sources at this time, but it's a combination of State, local, and third party systems.

40. Question: Do you expect the vendor to perform any data cleansing activities?

ANSWER: The specifics of how the vendor might or might not need to perform any data cleansing activities will depend on the proposed solution.

41. Question: Can the data be directly consumed from the data warehouse to visualize it or do you expect it to go through any data quality checks and cleansing actions to ensure its trustworthiness?

ANSWER: The specifics of how the vendor might or might not need to perform any data cleansing activities will depend on the proposed solution.

42. Question: Do you expect the vendor to develop any data models/ML models in the data warehouse further to visualize/report it?

ANSWER: Unknown at this time.

43. Question: Can you please specify the number of internal/external dashboards that the vendor needs to develop?

ANSWER: Probably in the range of 20-40 public-facing dashboards.

44. Question: Are dashboards expected to have multiple pages? If yes, please provide an anticipated number of pages per dashboard.

ANSWER: Unknown, but we would like whatever number of pages per dashboard are needed to be effective.

45. Question: Where should the community-facing dashboard be published? Do you have any existing sites or need to develop a portal to visualize the dashboards?

ANSWER: We anticipate that the public-facing dashboards will be published via the existing BCDHHS website and/or Sharepoint site.

46. Question: Do you expect the community-facing dashboard to be published on any of the public portals/websites? If yes, please provide more details on the technical part.

ANSWER: We anticipate that the public-facing dashboards will be published via the existing BCDHHS website and/or Sharepoint site.

47. Question: Do you expect dashboards to be interactive where public users can apply filters/measures to drill down the results?

ANSWER: Yes.

48. Question: Do you have any documented sample reporting format? If yes, kindly share it.

ANSWER: We don't have any samples of desired public-facing reporting format, which is part of the reason we're posting this RFP.

49. Question: Do you expect to have any role-based access controls for internal and public-facing dashboards?

ANSWER: Role-based internal reports will not be needed - this solicitation is for non role-based public-facing dashboards only.

50. Question: What is the total number of internal and anticipated external users accessing the dashboards?

ANSWER: We already have a solution for internal users. The number of viewers of the public-facing dashboards could range from 0 – 7 billion.

51. Question: Is there any budget limit fixed for this project?

ANSWER: The proposed budget is \$40,000 with some potential room for flexibility.

52. Question: What is the anticipated project implementation/go-live date?

ANSWER: Approximately 6 months from the start date. i.e. roughly mid-2023.

53. What is the timeline for these activities? Specifically, when could the project start and when would you like the visualization to be up and running?

ANSWER: Approximately 6 months from the start date. i.e. roughly mid-2023. We envision the project start date to be late 2022/early 2023.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on October 21, 2022.**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).

Electronic submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as RFP # 7367-22 in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their bid is received on time at the stated location(s). Any bid received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

October 12, 2022

Dear Vendor:

This is an acknowledgment of receipt of Addendum #2 for RFP #7367-22, HHS Community-Facing Data Dashboards.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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