Request for Quotes

Enhancements and Support Services for the DataGadget System within the Bureau of Alcohol and Drug Services (BADS)

Contact: Toni Johnson
MS Department of Mental Health
239 North Lamar St.
Jackson, MS 39201
601-359-1288
toni.johnson@dmh.state.ms.us

Issue Date: Thursday, December 14, 2017

Introduction

The Mississippi Department of Mental Health (DMH) certifies, provides and/or financially supports a network of services for people with mental illness, intellectual/developmental disabilities, substance use disorders and/or other dementia. It is DMH's goal to improve the lives of Mississippians by supporting a better tomorrow…one person at a time.

The Bureau of Alcohol and Drugs Services (BADS) is responsible for the administration of state and federal funds utilized in the prevention, treatment and rehabilitation of persons with substance abuse problems. The overall goal of the state's substance abuse service system is to provide a continuum of community-based, accessible services, including prevention, outpatient, detoxification, community-based primary and transitional residential treatment, inpatient and recovery support.

Project Overview

DMH seeks to contract with a single vendor to assist the Bureau of Alcohol and Drugs by providing enhancements and supports for the DataGadget system. The system provides treatment and prevention data for people receiving services through community mental health centers and private providers throughout the State of Mississippi.

Deadlines/Timelines

Request Issue Date	Thursday, December 14, 2017
Quote Submission Deadline	Friday, December 29, 2017 by 5:00 p.m. CST
Selection Completed	Tuesday, January 2, 2018

Quote Submission

A signed quote must be submitted on letterhead directly to Ms. Denise Jones via email at denise.jones@dmh.ms.gov by 5:00 P.M. CST on Friday, December 29, 2017.

The quote must, at a minimum, contain the following information:
    a) a statement of price;
    b) terms of the agreement (i.e. valid dates of the quote);
    c) a description of the services to be offered by the vendor to the agency; and,
    d) name, address and telephone number of the offeror

Scope of Work

The scope of work for this project is included as Exhibit A.

Selection

In compliance with regulations regarding small purchases, DMH will award the contract to the vendor offering the lowest and best proposal/quote.

Contract Dates

The anticipated start date for this contract is Monday, January 8, 2018. The end date is April 30, 2018.

Special Conditions

These services are being obtained by the Mississippi Department of Mental Health's Bureau of Alcohol and Drug Services to fulfill the requirements of federal discretionary grants.

End of Page

Exhibit A – Scope of Work

The scope of this project is for the vendor to provide up to 248 hours of enhancements and support for the DataGadget system:

1. Enhancements (160 hours)
   a. A system administrator will need the ability to maintain approximately 40 survey questions (with dropdowns).
   b. Users will be able to enter survey data until the 10th of the following month. Some agencies may indicate no survey required.
   c. The system will support approximately 30 users. STR grant access will be managed with User Administration.
   d. A new referral source category will be added.
   e. Reporting Requirements:
      i. Number of records per agency per month
      ii. Survey Data in PDF and Download (filter on date range)
      iii. DMH form from excel spreadsheet
      iv. Statistics:
         Number of clients admitted under STR
         Number of inpatient clients
         Number of inpatient clients in MAT Program
         Number of outpatient clients
         Number of outpatient clients in MAT Program
      v. Support for extracts and adhoc reporting

2. User Acceptance Support (48 hours)
   Support user acceptance testing, training, and Production cutover.

3. Production Support (40 hours)
   Provide remote support, consulting and application fixes required for ongoing operations of the DataGadget STR Grant survey functionality.

End of Page