SUBJECT: MEDICAL EXAMINER'S OFFICE CASE MANAGEMENT SOLUTION – RE-BID

BID #: ESC-0396-18 **OPEN DATE: 2018-03-07**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – FIVE (5) YEARS FROM CONTRACT EXECUTION WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION / MEDICAL EXAMINER'S OFFICE

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

On March 7, 2018, the City of Jacksonville, Procurement Division received six (6) responses for subject bid. On April 19, 2018 approval was granted for Software Demonstrations/ Oral Interviews with the top three (3) scoring vendors (1) Thinc.IT, LLC., DBA Forensic Advantage Systems, (2) SmartSimple Software, Ltd., and (3) VertiQ Software, LLC. The evaluation of the responses and Software Demonstrations/ Oral Interviews has been completed and scored as follows:

VENDOR	RESPONSE EVALUATION SCORE	DEMONSTRATION SCORE	TOTAL SCORE
THINC.IT, LLC. DBA FORENSIC ADVANTAGE SYSTEMS	90.79	85.4	176.19
SMARTSIMPLE SOFTWARE LTD.	88.28	79.6	167.88
VERTIQ SOFTWARE LLC.	71.44	91.2	162.64

Recommend approval to move forward with contract negotiations with the highest scoring vendor, Thinc.IT, LLC., DBA Forensic Advantage Systems.

ATTACHMENTS: Recommendation Memo, Scoring Sheet, Evaluation Matrix, Previous Award

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: DR. VALERIE RAO, CHIEF MEDICAL EXAMINER

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

District IV Medical Examiner's Office

Serving Duval, Clay, Nassau, Hamilton, & Columbia Counties

Monday, May 21, 2018

TO: Greg Pease, Chief, Procurement

THRU: Dr. Valerie Rao, Chief Medical Examiner Valerie Rao M.D.

FROM: Tim Crutchfield, Director of Operations

RE: **ESC-0396-18 – Software Demonstrations -Medical Examiner's Office Case Management Solution – Re-Bid**

On March 7th, 2018 the Procurement Division received six (6) responses for the subject bid. The Evaluation Committee completed their review and recommended approval to move forward with Software Demonstrations/Oral interviews with the top three (3) scoring vendors.

Demonstrations were conducted with the following vendors between May 15, 2018 and May 18, 2018.

1. Thinc.IT, LLC. DBA Forensic Advantage Systems
2. SmartSimple Software LTD.
3. VertiQ Software, LLC.

At the conclusion of the demonstrations /oral interviews, the results are as follows (in ranking order):

1. Thinc.IT, LLC. DBA Forensic Advantage Systems – 176.19 / 200 points
2. SmartSimple Software LTD. – 167.88 / 200 points
3. VertiQ Software, LLC. – 162.64 / 200 points

We recommend that the above list be forwarded to the Mayor for final approval to proceed with fee and contract negotiations with the highest ranking vendor, Thinc.IT, LLC. DBA Forensic Advantage Systems.

If any additional information is required please do not hesitate to contact me.

Tim Crutchfield
904-255-4012
tcrutchfield@coj.net

SCORING RESULTS

VENDOR	RESPONSE EVALUATION SCORE (100 POINTS MAX)	DEMONSTRATION SCORE (100 POINTS MAX)	TOTAL SCORE (200 POINTS MAX)
THINC.IT, LLC. DBA FORENSIC ADVANTAGE SYSTEMS	90.79	85.4	176.19
SMARTSIMPLE SOFTWARE LTD.	88.28	79.6	167.88
VERTIQ SOFTWARE LLC.	71.44	91.2	162.64

DEMONSTRATION SCORING

TITLE:	MEDICAL EXAMINER'S OFFICE CASE MANAGEMENT SOLUTION - RE-BID	VERTIQ SOFTWARE LLC.	SMARTSIMPLE SOFTWARE LTD.	THINC.IT, LLC. DBA FORENSIC ADVANTAGE SYSTEMS
BID NO:	ESC-0396-18			
OPEN DATE:	March 7, 2018 @ 2:00 PM			
ANALYST:	Chelsey Fleming			
No. Invited: (12) No. Received: (6) No Bids: (0)				
Recorded By:	Renata Barnett			
DESCRIPTION	POINTS			
PRESENTER	15	13.80	11.20	13.20
SYSTEM FUNCTIONALITY	35	30.40	27.00	31.60
OVERALL EASE OF USE	35	33.40	29.40	28.00
SYSTEM FLEXIBILITY	10	8.60	7.80	7.80
REPORT CREATION	5	5.00	4.20	4.80
Total Points	100	91.20	79.60	85.40

SCORE SHEET

TITLE: MEDICAL EXAMINER'S OFFICE CASE MANAGEMENT SOLUTION - RE-BID
BID NO: ESC-0396-18
OPEN DATE: March 7, 2018 @ 2:00 PM
ANALYST: Chelsey Fleming
No. Invited: (12) No. Received: (6) No Bids: (0)
Recorded By: Renata Barnett

DESCRIPTION	POINTS	SUNQUEST INFORMATION SYSTEMS	LABLYNX, INC.	SMARTSIMPLE SOFTWARE LTD.	THINC.IT, LLC. DBA FORENSIC ADVANTAGE SYSTEMS	VERTIQ SOFTWARE LLC.	COHERO
COST	25			22.20	25.00	17.47	4.29
REQUIREMENTS RESPONSE	60			55.45	57.09	46.96	48.27
FINANCIALS	10			5.63	8.70	0.00	0.00
SOLUTION	5			5.00	0.00	5.00	5.00
Total Points	100			88.28	90.79	71.44	57.56
Conflict of Interest:		NOT PROVIDED	YES	YES	YES	YES	YES
Addendums (1-7):		NOT PROVIDED	YES	NOT PROVIDED	YES	1-6 ONLY	YES
NOTES:		VENDOR IS REJECTED FOR NOT MEETING THE MINIMUM REQUIREMENTS AND NOT SUBMITTING ALL FORMS	VENDOR WITHDREW PROPOSAL DUE TO INSURANCE REQUIREMENT				

Attachment A - On-Site Demonstration Evaluation Criteria

The evaluations will be based upon the following criteria. In preparation for the on-site demonstration, please adhere to and see the requirements stated in Section 4 of this document. The presenters will be evaluated relative to the other demonstrations. Please note that the on-site demonstrations categories have a combined total of 100 points.

Criteria	Description of Criteria	Maximum Points Available
Presenter	How well the presenter knows the system for the demonstration. *The presenters will be evaluated relative to the other demonstrators.*	15
System Functionality	Demonstration of the end-user proceeding through typical case activities, including but not limited to: Investigator case initiation subsequent narrative updates, integration of photos and digital x-rays into the case file, physician case assignment and documentation of examination findings (to include annotation on body diagrams via touchscreen device), administrative preparation of case preparation, i.e. generation of labels for vials, receipt & release (tracking) of evidence/valuables, receipt & release of decedent, generation of invoices, and the generation of ad-hoc reports and complete case file. Provided a scenario, the elements of the following business requirements must be demonstrated: case management, morgue and laboratory management, workflow management, reporting, forms, billing and query functionality.	35
Overall Ease of Use	How intuitive the system is to the novice user, user friendliness of the system, and ability to navigate between processes various components and work processes of the system.	35
System Flexibility	Ability for the Department and City System Administrator to make a change to the system.	10
Report Creation	Ability to quickly produce ad-hoc or custom reports, to include a final and complete case file for hardcopy retention.	5
	Total Maximum Available Score	100 points

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KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – FIVE (5) YEARS FROM CONTRACT EXECUTION WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION / MEDICAL EXAMINER'S OFFICE

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

On March 7, 2018, the City of Jacksonville, Procurement Division received six (6) responses for subject bid.

On March 13, 2018 LabLynx, Inc. requested their proposal be withdrawn from consideration.

Recommend approval to reject Sunquest Information Systems for not meeting the minimum requirements and not submitting any requested forms.

SmartSimple Software, Ltd. failed to acknowledge addenda one through seven and VertiQ Software, LLC. failed to acknowledge addendum seven for subject bid, Procurement has received these and requests approval to accept and waive the technicality as a minor irregularity.

The Evaluation Committee has completed their review and recommends approval to move forward with Software Demonstrations/ Oral Interviews with the top three (3) scoring vendors, which are as follows. The ranking of first, second and third designates the order of qualification of these firms.

1. Thinc.IT, LLC. DBA Forensic Advantage Systems
2. SmartSimple Software, Ltd.
3. VertiQ Software, LLC.

ATTACHMENTS: Recommendation Memo, Scoring Sheet, Tabulation, Evaluation Matrix, Addenda, Rejection Letter

ANALYST: CHELSEY FLEMING

RESPECTFULLY SUBMITTED: for GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: DR. VALERIE RAO, CHIEF MEDICAL EXAMINER

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 4/19/18

OTHER:

Teresa R. Eichner

James R. McCain

ACTION OF AWARDING AUTHORITY DATE 4/19/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05