

**Data Management System RFP 2020/21-11
Questions and Answers**

Question	Answer
1) How many users including funded partners, staff and evaluation contractors will access the system?	We have 160 users accessing our current system.
2) Do you require separate organizations under 5 Sacramento for Funded Partners? or just one overall organization for 5 Sacramento?	First 5 Sacramento serves as the funder with over 20 different service providers. First 5 Sacramento is the umbrella with each program having an interface under First 5 Sacramento.
3) What functions will Funded Partners need to perform in the system?	<p>First 5 Sacramento's funded partners will use the data management system to enter client level data, including client demographic information, contact information, service data (units and hours of service, service location, and assessment data. In addition, the system will also be used to export data, run reports and complete contract monitoring milestones on a quarterly basis.</p> <p>First 5 Sacramento staff will use the data system to export data, run QA reports, service reports, quarterly contract monitoring and upload data to First 5 California on an annual basis.</p>
4) How many Funded Partners do you have?	We currently have 21 funded partners.
5) How many users for each Funded Partner will require access?	The number of users per funded partners vary. Currently we have 160 users. I estimate a minimum of 3 users per agency with up to 50 for one of the largest funded agencies.
6) How many total clients do you serve each year?	During FY 2019-20, First 5 Sacramento funded partners served just over 40,000 clients.
<p>7) If this a case management system for clients (citizens) can you provide the following:</p> <ul style="list-style-type: none"> ○ Current system used ○ # of annual cases (case load) ○ # of case workers (internal users) ○ Business process diagrams and flows of current state ○ Current forms used for intake and evaluation ○ Any other documentation ○ # of funding partners who will need access to system from outside 	<p>First 5 Sacramento hopes to contract with a vendor who provides a web-based data management system that collects client demographic data, service records, intakes and other assessment data. The system should be able to record data for each individual served and keep families grouped.</p> <p>Persimmony International Inc. is the web-based system currently being used by First 5 Sacramento and funded partners.</p>

<p>o Do citizens or clients have access or do they need in the new system?</p>	<p>In FY 2018-19 approximately 40,000 individuals received services.</p> <p>We currently have 160 users utilizing the data management system that is currently in place.</p> <p>We do not use diagrams and/or flows of current state.</p> <p>For information on types of data collected, we recommend reviewing the various reports located under Results in the following page: First 5 Sacramento Evaluation Reports</p> <p>It is expected that approximately 20-25 agencies will access the database during the Strategic Plan period of FY 2021-2024.</p> <p>Clients should be able to access and submit electronic forms, such as intakes and other assessment forms.</p>
<p>8) Have you looked at cloud based solutions or applications such as Salesforce.com?</p>	<p>First 5 Sacramento currently uses a web-based system. We hope to contract with a vendor that provides all in one system, web-based with included support and TA provided.</p>
<p>9) Can you please explain #3 on Page 6 of the RFP? Is the expectation that we as system consultants should be aware of the business processes? Please explain as these requirements seem to limit the # of responders to this RFP</p>	<p>First 5 California requires each commission to submit an annual report by November 1st of year. It is the expectation that the contracted vendor work with Commission staff to create mechanisms that allow the upload of the annual report to the state. The guidelines can be found here.</p>
<p>10) Is there a data migration (old system to new system) expected?</p>	<p>Yes, the timeline for data migration can be found on Page 7, #E of the RFP document.</p>
<p>11) When you reference "other systems" in #8 (Page 6), what are those other systems? Integration estimates require us to understand the target systems and their API availability.</p>	<p>This is in the event that one of our future funded partners has a separate database. While not likely, we wanted to make sure it was addressed in the RFP.</p>
<p>12) What does #11 on Page 6 mean? The system we are proposing can produce data exports and outputs on demand based on data that is within the system.</p>	<p>Work with Commission staff to ensure that data is clean and ready for the export to First 5 California, following the guidelines linked above on question #9.</p>