



Replacement Medicaid Management Information System (MMIS)

Request for Information (RFI) #2

June 9, 2010

Instructions for Responses

1. South Carolina Department of Health and Human Services (SCDHHS) would like to receive responses to this RFI by **June 21, 2010**. Please submit your response to:

Replacement MMIS RFI #2
SCDHHS Bureau of Federal Contracts
Attn: Rhonda Morrison
P.O. Box 8206
Columbia, SC 29202

2. Please submit two identical CDs of your response (printed copies are not required, but may be submitted, if so desired). SCDHHS may duplicate the CDs or copy them to other storage media to facilitate review by its staff.
3. Vendors may mark portions of their responses as confidential in accordance with South Carolina Code of Laws and Regulations. Guidance on the proper marking of your response can be found at:

http://www.mmo.sc.gov/MMO/webfiles/MMO_Legal/Documents/FOIA_page.pdf .

While this document is intended for vendor bids, the general guidance and references to statutes and rules are relevant to an RFI response.

4. This RFI is in reference to a potential future Request for Proposals (RFP) for a requirements management tool. This RFI is issued solely for market research, planning, and informational purposes and is not to be construed as a commitment by the State to acquire any product or service or to enter into a contractual agreement.
5. Any costs incurred by a party in preparing or submitting information in response to the RFI are the sole responsibility of the submitting party.

1 Purpose

The State is seeking sources for a requirements management tool to support the South Carolina Department of Health and Human Services (SCDHHS) in its Replacement MMIS project and other agency efforts.

The State encourages vendors and other interested parties to provide feedback in response to this RFI.

2 Background

For background information on SCDHHS, please visit the agency's Web site at:

<http://www.scdhhs.gov/>

More specific details on the State's Medicaid program and SCHIP can be found in the most recent annual report at:

<http://www.dhhs.state.sc.us/Internet/pdf/annual%20report%20final08.pdf> .

Additional information concerning the replacement MMIS project can be found in Replacement MMIS RFI #1, published at:

<http://www.scdhhs.gov/contracts-procurement/> .

3 Important Concepts

SCDHHS has identified a list of key concepts that it believes a requirements management tool should have:

- Ability to capture, define and store requirements
- Ability to configure the tool to fit organizational needs
- Ability to provide standard templates such as use case documents, Software Requirement Specification document, etc.
- Ability to categorize or classify the requirements
- Ability to sort and query
- Ability to prioritize the requirements
- Ability to provide full traceability (which may require integration with other tools)
- Ability to perform change management impact analysis
- Ability to link requirements, processes, business rules, data elements, etc.
- Ability to capture and manage business rules
- Import and export capability to other installed instances of your product and to common file formats
- Ability to impose user access constraints
- Ability to perform configuration management/versioning of requirements or integrate with an external configuration management/versioning tool

- Ability to track and provide status reports of the requirements
- Ability to provide standard documentation output and support custom output features and markings
- Ability to support concurrent review, markup and comment by users operating from multiple locations and on disparate networks
- Ability to interface with other tools such as integrated development environments, business process management systems, testing management and execution tools, technical documentation tools, etc.
- An affordable and flexible licensing structure and upgrade policy
- Highly responsive vendor maintenance and support sufficient to help the State streamline the administration burdens and support high system availability
- Training resources sufficient to enable rapid adoption by individual users and the group as a whole
- Sufficient documentation to support users' and administrators' needs
- Reasonable computing and network requirements for both clients and server(s)
- Excellent tool performance to contribute to user productivity
- Availability of "trial" versions to allow State users the opportunity for a hands on discovery process

4 Submission Request

The State requests that interested parties submit the following information:

1. Background information on your organization/company.
2. Feedback on the concepts listed in Section 3 of this RFI. If you believe that these concepts are incomplete or incorrect, please suggest improvements.
3. A description of your company's requirements management tool and any other complimentary tools from your company, other companies, or open source tools. Please consider including brochures, user guides, and administrator guides with your response.
4. A description of the availability of trial versions of your product for market research.
5. Feedback on whether you would be willing to do onsite or Web-based demonstrations of your product as well as what type of approach would work best (including scheduling lead time).
6. A description of cost estimation considerations for licensing and supporting your product, including available license types (e.g., named users, concurrent users, etc.). SCDHHS plans to use this information for budgeting purposes. The agency is neither requesting nor expecting firm bid information.

Thank you for your interest in the State of South Carolina