

Request for Application #2020-036

Open Health Information Exchange (OpenHIE) COVID-19 Standards & Data Exchange

I. Summary of Deadlines

The expected schedule for this application is outlined in the following table. Note that PATH reserves the right to modify this schedule as needed. All parties will be notified simultaneously of any changes through a modification posted on [Digital Square's website](#).

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| Release of Request for Application | June 29, 2020 |
| Live question and answer (Q&A) teleconference 1 | July 7, 2020 at 10am EDT Join: https://path.zoom.us/j/99439137750 Meeting ID: 994 3913 7750 Phone: https://path.zoom.us/u/abGNIBZKq3 |
| Letter of intent to apply for round 1 due | July 10, 2020 at 5pm EDT |
| Applications round 1 due | July 17, 2020 at 5pm EDT |
| Applicants round 1 notified of decision | July 24, 2020 |
| Live Q&A teleconference 2 | August 18, 2020 at 10am EDT Join: https://path.zoom.us/j/99439137750 Meeting ID: 994 3913 7750 Phone: https://path.zoom.us/u/abGNIBZKq3 |
| Letter of intent to apply for round 2 due | August 21, 2020 at 5pm EDT |
| Application round 2 due | August 28, 2020 at 5pm EDT |
| Applicants round 2 notified of decision | September 4, 2020 |
| Live Q&A teleconference 3 | September 29, 2020 at 10am EDT Join: https://path.zoom.us/j/99439137750 Meeting ID: 994 3913 7750 |

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| | Phone: https://path.zoom.us/j/abGNIBZKq3 |
| Letter of intent to apply for round 3 due | October 2, 2020 at 5pm EDT |
| Application round 3 due | October 9, 2020 at 5pm EDT |
| Applicants round 3 notified of decision | October 16, 2020 |

II. PATH Statement of Business

PATH is the leader in global health innovation. An international nonprofit organization, we save lives and improve health, especially among women and children. We accelerate innovation across five platforms—vaccines, drugs, diagnostics, devices, and system and service innovations—that harness our entrepreneurial insight, scientific and public health expertise, and passion for health equity. By mobilizing partners around the world, we take innovation to scale, working alongside countries primarily in Africa and Asia to tackle their greatest health needs. Together, we deliver measurable results that disrupt the cycle of poor health. Learn more at www.path.org.

III. Project Background

A. Project Background

Digital Square is a partnership of the world’s leading digital health experts working together with countries to strengthen digital health systems. In pursuit of our Mission: **connect health leaders with the resources necessary for digital transformation**, Digital Square offers a new way to invest in digital health—providing a space where countries and members of the global community can gather to think big and do good, together. By convening government officials, technological innovators, donor and implementation partners, and others across borders and boundaries in the Digital Square, we can grow possibility into reality by focusing on our common goal: **connecting the world for better health**. Digital Square works in three key ways:

- Co-investment: We coordinate investments in digital health to maximize the impact of every dollar spent.
- Global goods: We scale tools and technologies that can be adapted to different countries and contexts.
- Digital market readiness: We create digital market readiness by building capacity with governments, local technology developers, and health workers.

Digital Square and our donors are working to support core investments into global goods to meet the requirements coming from the open health information exchange (OpenHIE) coronavirus SARS-CoV-2 (COVID-19) [Task Force](#).

The **OpenHIE COVID-19 Task Force** seeks to identify and collate information relating to data standards and data exchange relevant to the COVID-19 response in low- and middle-income countries. Focal areas include gap identification, the establishment of standards for data exchange priorities, and adherence improvement through guidance and documentation. In addition to ensuring that rapidly deployed solutions can be integrated into existing national digital health architectures, Task Force outputs include, but are not limited to, HL7 FHIR profiles and implementation guides.

B. Proposed Project Timeline

PATH anticipates that subawards will be between 9 to 12 months and end by September 30, 2021. As part of Digital Square's due diligence, we will conduct pre-award evaluations of all shortlisted candidates. We will use our recipient pre-award survey, informed by USAID's non-US organization pre-award survey (NUPAS) and other industry-wide standards, and customize it for Digital Square. In addition to project-specific deliverables based on individual scopes of work, PATH will require applicants to provide, at minimum, quarterly narrative and financial reports to support their work.

IV. Scope of Work and Deliverables

A. Scope of Work

[OpenHIE COVID-19 Task Force](#) is identifying and developing standards for data exchange and interoperability as part of the digital COVID-19 response. Digital Square/PATH, through this RFA, seeks to partner with subrecipients that are able to adopt the outputs from the OpenHIE COVID-19 Task Force into [global goods](#) in order to better support the COVID-19 pandemic response.

The COVID-19 Task Force actively works toward identifying, coordinating, and proposing data standards and data exchange patterns relevant to the COVID-19 response. Some examples of the outputs and active work under discussion include case reporting and contact tracing as the Task Force works toward the following areas:

- Developing a FHIR Implementation Guide (IG) for case reporting <http://build.fhir.org/ig/cqframework/covid-cr/>, and aligning to the WHO COVID-19 Case Reporting Form <https://www.who.int/publications-detail/case-based-reporting-form>
- Creating an IHE ADX and mADX Content Profile for Weekly WHO Situational Report <https://groups.google.com/forum/#!topic/iheqrphtech/GJhtENVjmx4>
- Incorporating screening and triage workflows into the FHIR IG, leveraging the existing works from the WHO Care Management guidelines <https://www.who.int/publications/i/item/clinical-management-of-covid-19>
- Incorporating into the FHIR IG a child case report based on the WHO form: [https://www.who.int/publications/i/item/case-report-form-for-suspected-cases-of-multisystem-inflammatory-syndrome-\(mis\)-in-children-and-adolescents-temporally-related-to-covid-19](https://www.who.int/publications/i/item/case-report-form-for-suspected-cases-of-multisystem-inflammatory-syndrome-(mis)-in-children-and-adolescents-temporally-related-to-covid-19)

While data flow and harmonization is critical, the RFA recognizes the value of the health workforce and supply chains in this space and, as such, invites applications that will adopt the Task Force's guidance in these areas. This guidance is emergent and inclusive of packaged supply chain solutions for rapid deployment to address COVID-19, linking to a product catalog that maps to the WHO and UNICEF catalogs, and other recommendations as they emerge.

Digital Square is inviting applications that implement any of the above areas, or new Task Force recommendations, into the core software of a global good digital health tool. Applicants should identify a global good that is actively engaged in the COVID-19 pandemic response and:

- Identify the key use cases (e.g., case reporting, contact tracing, coordinated care management) for which the global good is being deployed as part of the COVID-19 pandemic response;
- Provide information on the current deployment status (e.g., geographic location, scale) of the global good;
- Describe data exchange and interoperability challenges that the global goods are facing as part of the COVID-19 pandemic response;
- Provide a clear description of the intended scope and development approach;
- Clearly articulate the ongoing involvement with the Task Force and how this work will contribute back to the community.

This RFA is intended to provide support for core development of needed data exchange and interoperability functionality requirements as identified through the OpenHIE COVID-19 Task Force. Although this RFA is **not** intended as a primary mechanism for the implementation or deployment of global goods as part of the COVID-19 pandemic response, it is expected that the partner would leverage existing implementations to inform their core software development and serve as a source of feedback for the iterative development of output from the OpenHIE COVID-19 Task Force.

All work developed under this application will be published under an appropriate Open Source initiative or Creative Commons approved license and contributed back to the community.

B. Deliverables

The deliverables of this RFA should include:

- Core development of new data exchange and interoperability features, as identified through the OpenHIE COVID-19 taskforce, of a global good;
- Documentation of any configuration steps required to deploy the new features in a country implementation as well as within the Instant OpenHIE stack;
- Clearly articulated processes for updating interoperability features as the standards evolve during the COVID-19 pandemic response; and
- Clearly articulated processes for implementers of the global good to request support in deploying the new features.

Additionally, software solutions are expected to align to the shelf-readiness guidance (https://wiki.digitalsquare.io/index.php/Shelf_Readiness), particularly on the quality and community aspects of the solution as well as the deployability.

V. Letter of Intent Requirements

Through this RFA, we ask that nonprofit and for-profit entities submit a letter of intent to apply in accordance with the instructions provided below:

- Brief profile and capability statement of the applicant.
- Funding round in which applicant intends to apply.
- Applicant point of contact.

Letters of intent are required and are due the week prior to the application round due date. Please provide an applicant letterhead with a signature from an applicant representative. Please do not exceed one page. Letters of intent to apply may be shared with potential funders. Any updates to this RFA will be distributed through the point of contact indicated in the letter of intent.

VI. Application Requirements - Cost

Currently at least US\$225,000 of funding has been identified from which up to three subawards are expected to be made. This figure is just an estimate provided for informational purposes and is not binding.

The applicant should provide a detailed explanation of costing and describe the reasonableness of each proposed cost in the budget narrative.

Digital Square will evaluate the quoted prices and hourly rates. No analysis will be performed on quotes determined as non-responsive or if the technical quote is determined to be technically unacceptable. The price/business evaluation will be conducted in accordance with the quoted utility-based solution and proposed labor categories, their rates and Evaluation Matrix. Digital Square will conduct an analysis to determine if all quoted prices are reasonable. This evaluation is conducted with the expectation of

adequate price competition and will rely heavily on market forces to determine whether proposed prices are fair and reasonable. The comparison of proposed prices in response to this solicitation is the preferred and intended price analysis technique.

Digital Square will also compare the proposed prices to historical prices paid for the same or similar services and the independent government cost estimate. Other techniques and procedures may be used to ensure quoted prices are fair and reasonable. A cost realism analysis will be performed to determine whether the quoted Level of Effort is realistic for the work to be performed, reflects a clear understanding of the requirements and is consistent with the unique methods of performance set forth in the company's technical quote.

Required Elements

The Cost Application must include a budget narrative, detailing the cost and cost basis applied in generating the application. The Cost Application must also include a detailed budget that is itemized along the cost categories defined below. This detailed budget should be submitted in an unlocked Excel spreadsheet and must include the following information:

- Personnel. At minimum, the budget should detail:
 - All proposed staff/positions with daily rates.
 - Total number of days in total level of effort according to key staff.
- Itemization of all other costs (e.g., agency costs, service tax, administrative costs, supplies, etc.).
- Estimated schedule of other anticipated expenses (travel, subawardee resources, supplies, outside resources, etc.).
- Details of all subcontracted work, this includes proposed consultants as well as proposed subawardees.

The Cost Application shall begin with a summary budget detailing costs in the following categories:

| Description | Total Cost (USD) |
|--------------------|------------------|
| Personnel | |
| Fringe Benefits | |
| Travel | |
| Equipment | |
| Supplies | |
| Other Direct Costs | |
| Contractual | |
| Consultants | |

| | |
|----------------------------|--|
| Total Direct Costs | |
| Indirect Costs | |
| Total Project Costs | |

Special Note on Indirect Costs

Indirect costs are overhead expenses incurred as a result of the project but not easily identified with the project's activities. These are administrative expenses that are related to overall general operations and are shared among projects and/or functions. Examples include executive oversight, existing facilities costs, accounting, grants management, legal expenses, utilities, and technology support.

If your organization includes indirect costs in the budget, you must provide a Negotiated Indirect Cost Rate Agreement with the US Government or three years of audited financials to PATH to validate the use of this rate.

1. Description of technical approach which includes:
 - a. Problem statement and solution approach.
 - b. A description of how your solution will accomplish each of the subtasks in this application
 - c. A description of how your solution will scale to growing needs of users across the globe.
 - d. Potential obstacles and plans to overcome them.
2. Notional workplan for your chosen workstream(s), aligned to the subtasks in this application with illustrative timeline to meet deliverables
 - a. This work plan should include illustrative results and describe specific interventions to achieve those results. The illustrative work plan should describe specific interventions (activities) planned for the relevant tasks and should include a timeline providing target dates for achievement of milestones and illustrative results.
3. Identification of major internal and external resources.
4. Past performance information sheets demonstrating:
 - a. Profile of relevant corporate qualifications.
 - b. Profile of relevant experience and examples of related work.
 - c. Applicants may provide any information on awards or certifications.
5. Staffing plan accompanied by Curriculum Vitae (CV) for key technical positions.
 - a. Applicants must include a staffing plan in accordance with the Cost Application personnel requirements, including specific position titles and the approximate level of must for each position (percentage of Full Time Equivalent and time period).
A complete and current resume must be submitted for each key personnel position, detailing the requisite qualifications and experience of the individual. Qualifications, experience and skills shall be placed in chronological order starting with most recent information and include a list of certifications possessed by each key technical personnel.
6. Organization's annual revenue

If your company has more than one location, please indicate these qualifications for the site that is responding, including number of years in business.

VII. Additional Attachments, optional

1. Third-tier Subawardee Agreements, Contracts or Commitment. Applicants may submit any agreements, contracts or commitments it has with any potential third-tier subawardee.

VIII. Application Evaluation Criteria

The following is a list of significant criteria against which applications will be assessed.

1. Technical Approach that conforms to all of the components listed in Section IV above (**40 points**).
 - Description of technical approach.
 - Timeline to meet the deliverables.
 - Identification of major internal and external resources.
 - Qualifications
 - Profile of relevant experience and examples of related work.
 - Staffing plan accompanied by CVs for key technical positions.
 - List of certifications possessed by each key technical personnel.
 - Number of years in business.
2. Experience - to be validated by past performance references (**15 points**).
3. Experience with the global good and engagement with Task Force content - to be validated by past performance references (**15 points**).
4. Costs - as detailed in Section VI (**30 points**).

Note: PATH reserves the right to include additional criteria.

IX. Instructions and Deadlines for Responding

A. PATH contacts

Program Contact: Caitlin Bowman; cbowman@path.org

Procurement Contact: Teresa Gingras; tgingras@path.org

Technical Lead Contact: Carl Leitner; cleitner@path.org

B. Funding rounds

Applicants are required to submit a letter of intent to apply one week prior to the application round due date. Letters of intent do not require applicants to apply nor do they bind applicants to the funding round indicated in the letter.

C. Application Due Date:

Round 1: July 17, 2020 at 5pm EDT

Round 2: August 28, 2020 at 5pm EDT

Round 3: October 9, 2020 at 5pm EDT

Completed applications should be submitted by email to the contacts listed above. The subject line of the email should read: "RFA # 2020-036 - (Applicant name)." Once an applicant submits an application, applicants should not resubmit the same application during subsequent funding rounds. Applications will be reviewed in the funding round received but may be awarded in subsequent funding rounds as additional funding may be identified.

We advise that you send files in commonly recognized MS formats. We will not accept responsibility for resolving technical transmission problems with applications.

D. Live Q&A Teleconference

During the RFA submission process, a total of three live teleconferences will take place, with one for each round, to address any questions related to RFA # 2020-036. These live teleconferences will happen at 10am EDT on July 7 for round 1, August 18 for round 2, and September 29 for round 3. All submitters are welcome to join and for those unable to attend, or for those wanting to reconfirm answers to questions, a recording of the Q&A session will be posted on the Digital Square wiki page found here:

https://wiki.digitalsquare.io/index.php/Main_Page . Attendance at the Q&A session will not affect the scoring of applications.

Anonymity

As this will be a live teleconference, submitters choosing to attend are requested to follow the steps outlined below to assist in maintaining applicant anonymity.

Signing into the meeting

To join the teleconference, there are two options, dial-in and browser-based. Please see the appropriate instructions based on your available resources.

Either entry will require the following meeting ID when prompted: 994 3913 7750

Browser-based

Please join by clicking the following link: <https://path.zoom.us/j/99439137750>

If you are new to zoom, you will be prompted to enter your email address and name. Please enter the following:

- Email Address: please leave this field blank
- Name: "Anonymous"

Note: If you already have a Zoom account, please be sure to log out of your account so you are not automatically identified upon joining the meeting.

Dial-In

To join the meeting over the phone, please visit this website to locate your international and toll-free number: <https://path.zoom.us/u/abGNIBZKq3>

Note: If you are joining by phone, your phone number will show up as your participant name in the list of participants on the browser-based version, thus participants are encouraged to join via the browser-based version when available. The host will change your number to "Anonymous" upon entry, but this is not guaranteed as multiple participants will require management during the call.

Asking a question

Participants are encouraged to join the teleconference with prepared questions, feel free to submit these questions in the chat box and we will address them during the session. There are two options for submitting a question during the Q&A teleconference:

- Chat: when accessing the teleconference via a browser, an option to select "chat" will appear in the bottom of the screen. Please feel free to type your questions to "everyone" and they will be addressed during the session.
- Voice: during the meeting, please place yourself on mute so that others in the meeting can easily hear the moderator. However, when prompted, please feel free to unmute your microphone and state your questions directly to the moderator.

For additional questions, Zoom User guides and support can be found at <https://support.zoom.us/hc/en-us>

E. Conclusion of Process

Applicants will be notified of the decision by July 24 for round 1, September 4 for round 2, and October 16 for round 3. Final award is subject to the terms and conditions included in this solicitation, as well as successful final negotiations of all applicable terms and conditions affecting this work.

X. Terms and Conditions of the RFA

A. Notice of non-binding solicitation

PATH reserves the right to reject any and all bids received in response to this solicitation and is in no way bound to accept any application. The applications submitted through this RFA process are the responsibility of the submitter and do not necessarily reflect the views of the United States Agency for International Development (USAID), the United States Government, or PATH.

B. Conflict of interest disclosure

Suppliers bidding on PATH business must disclose, to the procurement contact listed in the RFA, any actual or potential conflicts of interest. Conflicts of interest could be present if; there is a personal relationship with a PATH staff member that constitutes a significant financial interest, board memberships, other employment, and ownership or rights in intellectual property that may be in conflict with the supplier's obligations to PATH. Suppliers and PATH are protected when actual or perceived conflicts of interest are disclosed. When necessary, PATH will create a management plan that provides mitigation of potential risks presented by the disclosed conflict of interest.

C. Communication

All communications regarding this solicitation shall be directed to appropriate parties at PATH indicated in Section IX. A. Contacting third parties involved in the project, the review panel, or any other party may be considered a conflict of interest and could result in disqualification of the application.

D. Acceptance

Acceptance of an application does not imply acceptance of its terms and conditions. PATH reserves the option to negotiate on the final terms and conditions. We additionally reserve the right to negotiate the substance of the finalists' applications, as well as the option of accepting partial components of an application if appropriate.

E. Right to final negotiations

PATH reserves the option to negotiate on the final costs and final scope of work, and also reserves the option to limit or include third parties at PATH's sole and full discretion in such negotiations.

F. Third-party limitations

PATH does not represent, warrant, or act as an agent for any third party as a result of this solicitation. This solicitation does not authorize any third party to bind or commit PATH in any way without our express written consent.

G. Application Validity

Applications submitted under this request shall be valid for 90 days from the date the application is due. The validity period shall be stated in the application submitted to PATH.