

Request for Proposals

Enterprise Clinical Information System Implementation and Interoperability Services

Winston County Medical Foundation dba Winston Medical Center

17550 East Main Street, Louisville, Mississippi 39339

RFP WMC-RHTP-2026-001 • APP-01099 • Subaward 1.030 • Procurement MS-P0011

Issued October 30, 2026. Proposals due November 16, 2026 at 2:00 p.m. Central Time.

Obtain the complete RFP, submit questions, and email proposals to Matt Woodward, CFO, at mwoodward@winstonmedical.org.

1 Purpose and scope

WMC invites competitive proposals from qualified providers, health system hosts, or implementation teams for one-time implementation of an enterprise clinical information system supporting hospital, Emergency Department, inpatient, observation, Rural Health Clinic, geriatric psychiatry, ancillary, pharmacy, patient-access, and revenue-cycle workflows. WMC currently uses Athenahealth for hospital and clinic operations and PointClickCare for long-term care; describe transition and coordination with retained systems.

Provide project management, workflow discovery and redesign, solution design, build and configuration, interfaces and integration, conversion planning and validation, security and access readiness, testing, role-based training, activation readiness, documentation, and closeout. Describe clinical information exchange with referral partners, including Epic-based providers, and readiness to support Mississippi's designated statewide HIE. Identify measurable deliverables, permissions, third-party dependencies, WMC staff needs, acceptance tests, and a realistic implementation schedule.

WMC's planning has included Epic Community Connect through FMOLHS/St. Dominic. Epic Community Connect or equivalent approaches meeting these functional needs may be proposed; no host or vendor is guaranteed an award. Demonstrate a lawful, technically feasible delivery arrangement. Joint teams are permitted with one accountable prime contractor. Existing legal obligations are not modified by this solicitation.

2 Funding and expenditure deadline

The executed Mississippi RHTP award identifies up to \$2,085,314.62 for eligible implementation services. This is available funding, not a guaranteed contract price. The grant-funded price excludes recurring licensing, hosting, subscriptions, maintenance, annual support, routine operations, hardware and local infrastructure purchases, telehealth, broadband infrastructure, provider payments, lobbying, and new construction. Disclose required excluded costs separately.

All grant-funded services must be performed, costs incurred, and program funds expended by July 31, 2027. The terms of the grant require WMC to submit proof of payment no later than August 15, 2027. Accordingly, WMC is seeking an implementation timeline and cost proposal that assumes services may be invoiced through July 15, 2027, so that payment can be finalized by July 31, 2027. Operational go-live may occur later. Identify substantive grant-period deliverables and separately funded work needed afterward; future services may not be prepaid and presented as completed grant work.

3 Proposal submission

Email a signed searchable PDF and editable pricing schedule to mwoodward@winstonmedical.org by the deadline; use the RFP number and proposer name in the subject. Number multiple emails; limit each to 20 MB. WMC's receipt timestamp controls; late proposals are rejected. Offers may be withdrawn or replaced before closing and must remain valid for 120 days afterward.

Use a narrative proposal; separate WMC response forms are not required. Include:

- Legal entity, authorized contact and signature, proposed platform and host, prime and subcontractor roles, relevant experience, key personnel, and client references or comparable performance evidence.
- Implementation approach, clinical and interoperability capabilities, permissions, security and privacy controls, testing and training, WMC responsibilities, milestone deliverables and acceptance criteria, grant-period schedule, and projected later activation date.
- Fixed-price eligible implementation total and milestone prices, with labor hours/rates, subcontract and third-party charges, expenses, assumptions, and supporting price detail. Separately identify all other required one-time costs and five years of recurring costs from first operational use, including increases, minimum terms, mandatory exit/transition fees, and unconditional discounts. Explain any estimated mandatory charge and provide a supported ceiling; that ceiling will be used for comparison. Identify optional items separately and avoid duplicate charges.
- Disclosed conflicts, any role in drafting this procurement's specifications or requirements, exclusion status, material contract exceptions and proposed terms, and acknowledgment of all addenda. Provide identifying information for SAM verification and agree to furnish applicable certifications before award.

Submit written questions promptly so WMC can provide common answers before closing. WMC will publish material answers and addenda and distribute them to registered recipients; registration is not required to compete. Only written addenda change requirements; material changes receive adequate response time. No mandatory conference or proposal bond is required. Omit patient information; identify specific proprietary content and its legal protection basis. Lawful disclosure and oversight access apply.

4 Evaluation and selection

WMC will evaluate proposals using these factors in descending order of importance: clinical fit and interoperability; total evaluated cost; implementation feasibility; security and data stewardship; vendor capability and performance; and sustainability and contract risk. WMC will select the responsible proposer offering the most advantageous proposal considering these factors. The lowest-priced proposal will not necessarily be selected.

Total evaluated cost equals eligible implementation plus all other mandatory one-time charges to reach the offered operational scope, five operational years of required recurring charges, and mandatory exit/transition charges, less unconditional discounts. Exclude optional items and WMC internal salaries; disclose required WMC effort separately. Future purchases are not awarded and excluded costs remain ineligible.

WMC will document comparative strengths, weaknesses, cost differences, and the reasons that higher-priority factors support the selection. Evaluation and negotiations will use only the published factors and their stated order of importance.

5 Contract conditions

The fixed-price contract must define deliverables, acceptance, milestones, invoicing, payment, and the ceiling. Pay only for supported, completed, accepted services; require correction of deficient work and recovery of improper payments. Grant-funded payment must occur by July 31, 2027. Changes require signed amendments and required approvals; cost-plus-percentage pricing is prohibited.

The contract must provide breach remedies, notice and cure where appropriate, and termination for cause and convenience, including loss of funding. WMC may terminate for convenience on 30 days' notice, or sooner as required by law or State direction. Settlement covers accepted work and approved unavoidable closeout costs within the ceiling, with no anticipated profit on unperformed services. Immediate protection is allowed for serious safety, security, exclusion, fraud, or unlawful conduct.

Before protected information is shared, execute HIPAA business associate and security terms addressing HITECH, applicable 42 CFR Part 2 and Mississippi privacy requirements, subcontractors, incident reporting within 12 hours of discovery, return/export, and protection of WMC data. Preserve lawful WMC, State, and Federal rights in paid-for deliverables and applicable 2 CFR 200.315 rights, while recognizing pre-existing third-party ownership. Provide appropriate insurance evidence before performance. Disclose proposed liability, insurance, license, or other exceptions with the proposal. Mississippi and applicable Federal law govern; resolve venue or dispute exceptions consistently with award conditions before execution.

The final agreement must include all applicable provisions of 2 CFR 200.327 and Appendix II, and the executed award's contractor flow-down requirements: remedies and termination; Clean Air and Water Act compliance/reporting; exclusions under 2 CFR Parts 180 and 376; the 31 U.S.C. 1352 lobbying certification and SF-LLL when required; prohibited telecommunications; domestic preference and recovered materials where applicable; whistleblower protection; civil rights/accessibility; covered-business outreach; applicable E-Verify; privacy, HIE support, property/data rights, reporting, and subcontract flow-downs. Construction and research clauses apply only if legally applicable work is separately authorized. Contractors remain responsible for their work and subcontractors and must provide legally permissible indemnification for claims arising from their acts, omissions, breach, or violations.

Maintain relevant records for at least ten years after final subaward payment and closure of pending matters, or longer when required. Provide WMC and authorized State/Federal oversight bodies access to relevant records, personnel, systems, and work, subject to lawful privacy safeguards. Mandatory requirements control over conflicting commercial terms.

6 Award and procurement rights

WMC may use common demonstrations or best-and-final offers under the published criteria, verify responsibility and permissions, and negotiate without materially changing the competition. WMC may reject proposals or cancel for documented reasons, waive only immaterial defects, and seek fair clarifications. Contractors that drafted procurement requirements are excluded where 2 CFR 200.319(b) applies. WMC will notify proposers of intended selection. Submit solicitation protests promptly before closing and selection protests within five business days of notice to the contact email; a neutral authorized reviewer will issue a reasoned decision. Nonwaivable legal rights control. A single response does not automatically authorize sole source.

No work or commitment is authorized until WMC executes the contract and obtains required written State approvals. The State and Federal entities are not vendor-contract parties or payment guarantors. Proposers bear response costs. Funding identifiers: Assistance Listing 93.798; FAIN RHTCMS332063; Subaward 1.030. Small, minority-owned, women-owned, veteran-owned, and labor-surplus-area businesses are encouraged to participate.

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