



## RFP Conference Call Meeting Minutes

PROJECT: RFP 24-31-SSP Moffitt Research Application Development (MO-RAPID) Request for Qualifications for Continuous Services

MEETING LOCATION: Conference Call

MEETING DATE/TIME: June 11, 2024, at 2:00 p.m. EDT

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### **Attendees:**

Moffitt Cancer Center: Guillermo Gonzalez, Richard Reich, Trillany Jacobson

Vendors: Advanced IT Labs, AgreeYa Solutions, Amzur Technologies, Inc., Ashvins Group, Avco Consulting, Inc., Dogtown Media, Dragonpoint Software, Reveal HealthTech, TekWissen, V2Soft,

### **Notes:**

Trillany introduced the Moffitt attendees.

An overview of the RFP was given by Richard Reich.

Numerous thoughtful and helpful questions were asked during the discussion. The decision was made to POSTPONE THE PROPOSAL DUE DATE TO JUNE 28, 2024.

- 1) Can we use an existing platform, or must it be new?
  - ANSWER: The platform can be existing or new, whatever is best suited for the versatility needed for the unique feature requirements of each application
- 2) Who owns the source code for the platform?
  - ANSWER: A LITTLE DIFFERENT THAN WHAT WAS SAID IN THE MEETING: Moffitt will not own the source code for these applications.
- 3) Is Moffitt accepting of open-source or non-open-source technologies used in the applications?
  - ANSWER: We are open to either — whatever is the best solution for the platform.
- 4) Does Moffitt prefer Windows-based or Linux-based applications?
  - Either, but for web applications, Moffitt prefers Linux-based applications
- 5) Question about RFP question 5.1.
  - ANSWER: This question was poorly worded (sorry). Please remove the word “business” (twice) from the question before answering.
- 6) Will these applications be hosted in the cloud?
  - ANSWER: Moffitt will not be hosting the applications. The vendor will choose the best method of hosting
- 7) Details about the two original applications that need to be re-created as the first item of business.
  - ANSWER: We will provide detailed descriptions of these applications, including screenshots of the GUI and documentation.
- 8) With which Moffitt stakeholders will the vendors interact?



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- ANSWER: Vendors will interact with members of the Moffitt Biostatistics and Bioinformatics Shared Resource. Most interactions will be with the Informatics Supervisor (Guillermo Gonzalez).
- 9) How many apps will be active at the same time?
- ANSWER: Most grants supporting these applications last 2-6 years. That will be about the length of time the applications are active. We anticipate several overlapping grants, so there could be numerous applications active simultaneously. The more successful this relationship is, the more simultaneously active applications there will be.
- 10) How many research participants will be accessing applications?
- ANSWER: The research studies can range from small pilots (10-20 participants) to large observational studies with thousands of participants.
- 11) Must the vendor be on-site, in state, in country, etc.?
- ANSWER: No. We will need mutually available time for live correspondence, that will need to overlap with daytime working hours in the United States Eastern Time Zone.
- 12) Why was the previous platform used to build the existing applications not continued?
- ANSWER: We originally tried to develop a no-code framework employing “citizen app development” to allow for researchers to create their own applications. We realize now that the unique features of research software applications need more software developer expertise. We continue to desire the development of a robust platform that will require minimal time and coding to move from study to study.
- 13) How will participants access applications?
- ANSWER: For mobile apps the participants will download the applications from the Google Store and the Apple Store. For web apps, the participants will access the applications using a link
- 14) Question about Moffitt logos and branding.
- ANSWER: We will provide Moffitt-approved branding and colors for the applications. BBSR will make sure each application meets the Moffitt standard.
- 15) Question about the use of “AGILE” methodology.
- ANSWER: We want the Vendor to use Agile Development to have an interactive and flexible approach.

Proposals are due by June 28<sup>th</sup>, 2024, by 2:00pm EDT ONLINE ONLY through Symplr/MD Buyline.