

**Summary of Major Component Areas of Application**

Enter product names here =>

Component Areas	Scoring Weight	Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
		User Friendly	100%	18.5	17	19	15
Architecture & Scalability	100%	18.5	20	17	18.5	17	18.5
Security	100%	8	9.5	8.5	10	8	11.5
Reporting	100%	13.5	13.5	11	17	11	14
Implementation	100%	8.5	10.5	6.5	10	10	10.5
Migration Tools	100%	4	6.5	3	5	5	6
Training	100%	7.5	6	7.5	8.5	7	7.5
Integration Capabilities	100%	3	11	1	4	1	5
Support	100%	7.5	11	7.5	12	8	12
<b>Product Scores</b>		<b>89</b>	<b>105</b>	<b>81</b>	<b>100</b>	<b>84</b>	<b>113</b>
<b>Maximum Score</b>		<b>138</b>	<b>138</b>	<b>138</b>	<b>138</b>	<b>138</b>	<b>138</b>

These will be the composite scores from each of the subsidiary worksheets for each major component area. Subsidiary worksheets will be populated by an evaluator or a group of evaluators based upon demonstration of functionality, and documentation provided by the vendors.

<b>Cost</b>	Low to Med	Med to High	Med to High	Med to High	Low to Med	Med to High
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Low Cost Range	\$10K	\$50K
Medium Cost Range	\$50K	\$150K
High Cost Range	\$150K	\$500K

**NOTE:** Costs Ranges are general guidelines only and include: Licence, Training, Install, Configuration, Data Migration, Process Changes. Costs associated with integration, data cleanup, and customizations cannot be estimated without detailed requirements.

**User Friendly**

Enter product names here =>

Component Measures	Scoring Weight	Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
Is the user interface designed in such a way that it allows users to easily get to the information they need?		2	2.5	2	2	2	3
Does the user interface follow display standards allowing for an easier "ramp-up" when training staff?		3	3	2	2	2	2
Does the system have a calendaring function, and if so, is it easy to use?		1.5	2	3	0	2	3
Data Field Validations		2.5	2.5	2.5	1	2	3
Rule-based Validations		2	1.5	1	1	1	3
Conditional work flow		2	1.5	2	1	1	3
Comprehensive Case Management		2	1	3	2	2	3
Service Plan Work Flow Management		1.5	0	2.5	2	2	3
Course Management		0	0	0	2	1	2
Self Administration Capability		2	3	1	2	2	3
<b>Component Totals</b>		<b>18.5</b>	<b>17</b>	<b>19</b>	<b>15</b>	<b>17</b>	<b>28</b>
	Maximum Score 30	components 10	score 3				

The scoring range will be:

- 0 – Does not have the capability or does not meet the requirement at all
- 1 – Minimally meets the requirement, but would require customization and/or workarounds to be acceptable
- 2 – Meets the requirement acceptably, but could be improved upon
- 3 – Meets the requirement very well

## Architecture & Scalability

Enter product names here =>

Component Measures	Scoring Weight	Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
		Are the database engine software offered reliable and well-supported?		2	3	2	3
Is the code-base used reliable and well-supported?		3	3	2.5	2.5	2	2.5
Is the system scalable to small and large numbers of users?		3	3	3	3	3	3
Availability (redundancy, etc.)		3	3	2.5	2.5	2.5	2.5
Client System Disaster Recovery capability		3	3	2.5	3	3	3
Vendor System Disaster Recovery capability		2.5	3	2.5	2.5	2.5	2.5
Upgrade Process		2	2	2	2	2	2

Component Totals		18.5	20	17	18.5	17	18.5
	Maximum Score						
	21						
	components						
	7						
	score						
	3						

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## Security

Enter product names here =>

Component Measures	Scoring Weight	Product					
		"A"	"B"	"C"	"D"	"E"	"F"
Are there varying levels of security that can be applied throughout the system?		2	2.5	1	2	2	2.5
Can security roles be defined within the system to ease user administration?		2	2.5	2.5	2	2	3
Are data privacy standards taken into consideration in the system design (i.e. HIPAA, VAWA, etc.)?		2	2	3	3	2	3
Is client record and field level security available?		2	2.5	2	3	2	3
<b>Component Totals</b>		<b>8</b>	<b>9.5</b>	<b>8.5</b>	<b>10</b>	<b>8</b>	<b>11.5</b>
Maximum Score	components	score					
12	4	3					

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## Reporting

Enter product names here =>

Component Measures	Scoring Weight	Product "A" Product "B" Product "C" Product "D" Product "E" Product "F"					
		Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
Does the system have pre-defined reports?		2	1.5	1.5	3	1	2.5
Does the system have ad hoc reporting capabilities?		2.5	3	1.5	3	3	2.5
Can the reports be easily modified / enhanced for example does the system have a report writing tool?		2.5	3	1.5	3	2	2.5
How complete and comprehensive are the pre-defined reports (if applicable)?		2.5	1	2.5	2	1	2.5
What are the data export capabilities from reports?		2	3	2	3	2	2
Is historical data saved over time to enable trend reporting?		2	2	2	3	2	2
<b>Component Totals</b>		13.5	13.5	11	17	11	14
	Maximum Score 18	components 6	score 3				

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**Implementation**

Enter product names here =>

Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
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**Component Measures**

Scoring Weight	Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
How quickly can the system be implemented, and what are the timeframes required for training of organization staff? (Alternate Definition for scoring: 1- system requires extensive set up and customization resulting in longer implementation timeframes; 2- system is semi-functional "out-of-the-box" but requires a significant amount of set up (i.e. months past definition); 3- system is completely functional "out-of-the-box" and can be configured without extensive timelines (i.e. months past definition))	2.5	1.5	1.5	2	2	2.5
Does the system require "touching" of individual workstations to perform updates? (Alternate Definition for scoring: 1- system requires touching of every workstation for installation and upgrades; 2- system requires touching of every workstation for installation, but upgrades are done remotely; 3- system does not require touching of every workstation for installation or upgrades)	3	3	2	3	3	3
What are the hardware and software requirements? (Alternate Definition for scoring: 1- system requires high-level workstations with additional software; 2- system requires mid-level workstations with additional software; 3- system requires mid-level workstations but utilizes existing or free software (i.e. browsers))	3	3	2	3	3	3
Availability of development resources	0	3	1	2	2	2

<b>Component Totals</b>	8.5	10.5	6.5	10	10	10.5
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Maximum Score  
12

components 4  
score 3

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**Migration Tools**

Enter product names here =>

Component Measures	Scoring Weight	Product "A" Product "B" Product "C" Product "D" Product "E" Product "F"					
		Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
Tools are provided to support data cleansing and migration		1	2	1	2	2	2
Are there multiple formats of data that you can migrate from?		1	2	1	1	1	2
What is the migration path used when upgrading? (Definitions for scoring - 1-rigid migration path and can only be done by the vendor; 2-migration can be mapped from multiple sources and can be done by the organization, but could be improved upon; 3-migration can be mapped, can be done by the organization and is flexible with multiple potential sources)		2	2.5	1	2	2	2
<b>Component Totals</b>		4	6.5	3	5	5	6
	Maximum Score 9	components 3	score 3				

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## Training

Enter product names here =>

Component Measures	Scoring Weight	Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
		What training is provided?	2	1.5	2	3	2
Can training be performed on-site and remotely?	3	3	3	3	3	3	
Is training included in the purchase of the system?	2.5	1.5	2.5	2.5	2	2.5	
<b>Component Totals</b>		7.5	6	7.5	8.5	7	7.5
	Maximum Score 9	components 3	score 3				

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## Integration Capabilities

Enter product names here =>

Component Measures	Scoring Weight	Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
		Integration with other applications (i.e. Office tools, fiscal systems, etc.)		1	2.5	1	1
3rd Party Calendar Integration - Client Scheduling		0	2	0	2	0	1
3rd Party Calendar Integration - Event Management		0	2	0	1	0	1
3rd Party Calendar Integration - Collaboration		2	2	0	0	0	1
Availability of 3 <sup>rd</sup> Party Tools that integrate with application		0	2.5	0	0	0	0
<b>Component Totals</b>		<b>3</b>	<b>11</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>5</b>

Maximum Score  
15

components 5  
score 3

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## Support

Enter product names here =>

Component Measures	Scoring Weight	Product "A"	Product "B"	Product "C"	Product "D"	Product "E"	Product "F"
		Levels of systems support available – during implementation and ongoing?		2	3	2	3
Is support available 24X7, or are there other acceptable hours that support is available?		2	3	2	3	2	3
Is support provided by multiple methods (i.e. email, phone, online knowledge base, etc.)?		1.5	3	1.5	3	2	3
Availability & Frequency of Upgrades		2	2	2	3	2	3

Component Totals		7.5	11	7.5	12	8	12
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Maximum Score  
12

components  
4

score  
3

The scoring range will be:

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