**Attachment F: Data Governance Software Solution RFP**

**Required Function of MM Tool**

| Scorecard Category and Weight (%) | Function | Details |
|---|---|---|
| Usability (30%) | Search Capability | Search by facets, keywords, business terms |
| | | Natural language capabilities |
| | | Ranking - relevance / frequency |
| | Administration/ Curation | Automated ability to add data sets, remove, hide |
| | | Number of FTEs needed for support |
| | | Add notes / annotations / tips |
| | | Setting up data stewards |
| | User Experience | Ease of learning for end-user audience |
| | | Intuitive user interface to allow widespread adoption |
| | | Easy to use knowledge sources (documentation/help system) |
| | | Limited support from IT required |
| | Data Classification | Native capability to classify data elements |
| | | Integration of classification rules to outside solutions |
| | Cataloging Data Sets | Automated discovery (both initial load and ongoing) |
| | | Machine Learning for metadata collection, semantic inference, automated tagging |
| | Cataloging Data Operations | Data prep operations and associate with data sets |
| | | Process to improve, enrich, format, and blend |
| | | Workflow prescription, masking, obfuscation |
| | Data Quality | Alerts on data conflicts or deficiencies |
| | | Automated data quality assistance |
| | | Integration to DQ tools |
| | Data Access | Accessible directly from catalog - desktop, web, mobile |
| | | Seamless UX from search to acquisition |
| | | Data set types: RDBMS, flat files, tagged files, document stores, graph DBs, Geospatial, Text documents |
| | | Data protection thru access |
| | | Collaboration or escalation for data stewards - (e.g., when exec decisions are needed, etc.) |
| | | Native and 3rd party |
| | Recommendation Engine | Usage history, past user experience, matching |
| | Data Lineage | Source through analysis and reporting |
| | | Impact analysis features |

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| | | Integrity of data - knowing source to find lineage; where data resides helps to respond to incidents to provide corrective action |
| | Data Set Evaluation | Preview, data profiles, user ratings, reviews, curator annotations, data quality info.<br>Examples include:<br>• Basic counts of staff "type" (Licensed vs unlicensed, Physician vs psychologist vs therapist vs CRNP etc.), job title (as defined by CBH), etc.<br>• Basic counts by provider/program location<br>• Monitoring of relevant state regulations regarding ratios/hours/caseloads<br>• Quickly flagging concerning degrees/schools/individual staff via queries/searches<br>• Ability to assign individual identifiers that can be used by non-licensed staff across programs/providers and report on them. |
| | Usage Metadata | Used for dataset evaluation and intelligent recommendations |
| | | Who has used the data set, for what use cases, how frequent, popular companion data sets |
| | | Metrics regarding frequency of use and analytic use cases - assists with valuation |
| | Metadata Catalog | What data about the data is being collected and support of data lineage / traceability |
| Security (30%) | Security | Connection to existing security framework |
| | | Data set level, record / row level, column / field level, security by value |
| | | IAM |
| | Compliance | How is PII and PHI handled natively in tool |
| | | Audit support |
| | Integration | APIs |
| | | Sources, DI, Visualization |
| | | Data loss prevention - integration with 3rd parties |
| | | How solution supports email as it relates to PHI/PII and HIPAA compliance (vendor must be willing to comply with business associate agreement) |
| | | Role-based security (SSO) |
| | | Security levels for masked data |
| | | Integration of Controls |
| Configurability (25%) | Typical Deployment | On prem, cloud, hybrid |
| | | Mobile |
| | | Geography |
| | Data Access | Native and 3rd party |
| | Compatibility with | Horizon, VPN, Azure, Provider Portal, Population Health (Health Catalyst software), Power BI, Snowflake, |

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| | existing enterprise infrastructure | QuickBase, JIRA (or similar) ticketing system, Matillion, Golden Gate, FiveTran, DBT, Box, Sigma |
| | Custom Workflows | Dependent on type of data, how many checks for validity, approval process |
| | Cataloging Data Sets | Automated discovery (both initial load and ongoing) |
| | | Machine Learning for metadata collection, semantic inference, automated tagging |
| | Cataloging Data Operations | Data prep operations and associate with data sets |
| | | Process to improve, enrich, format, and blend |
| | | Workflow prescription, masking, obfuscation |
| | Automated Discovery | |
| Vendor Management (15%) | Consulting / Skillsets | Implementation Time and Expertise |
| | Pricing Model/Levels | Intelligent adapters/scanners |
| | Vendor Roadmap | |
| | Peer Reviews / Customer References | |