

Award Recommendation Letter

Date: December 16, 2022

To: Roxie Coble, Director of Strategic Sourcing,
Indiana Department of Administration

From: Arthur L. Sample IV, Procurement Specialist,
Indiana Department of Administration

Subject: Recommendation of Selection for RFS 23-72538,
Internet Access and WAN Connectivity Services

Based on its evaluation of responses to RFS 23-72538, it is the evaluation team's recommendation ENA Services, LLC be selected to begin contract negotiations to administer the Internet Access and WAN Connectivity Services for the Indiana State Library.

*ENA Services, LLC has committed to subcontract 8% of the contract value to **Revere Consulting** (a certified Minority-owned Business (MBE)), 8% of the contract value to **Matrix Integration**. (a certified Minority-owned Business (MBE)), and 3% of the contract value to **ESI Tech Advisors**. (a certified Indiana Veteran Owned Small Business (IVOSB)).*

The terms of this recommendation are included in this letter.

Estimated 2-year Contract Value: \$796,830.37

The evaluation team received two (2) proposals from:

1. ENA Services, LLC
2. Comcast Business Communications, LLC

It was determined that Comcast Business Communications, LLC, did not meet the requirement of the section 2.5 cost proposal of the RFS document and has been removed from consideration.

The proposals were evaluated by Key Stakeholder State Agencies, and IDOA according to the following criteria established in the RFS:

Criteria	Points
1. Adherence to Mandatory Requirements	Pass/Fail
2. Connectivity Vision and Experience	15
3. Network Monitoring and Support	15
4. Optional Services	5
5. Service Level Agreement	15
6. Cost (Cost Proposal)	30
7. Buy Indiana	5
8. Minority Business Enterprise Subcontractor Commitment	5 (1 bonus pt. available)
9. Women Business Enterprise Subcontractor Commitment	5 (1 bonus pt. available)
10. Indiana Veteran Owned Small Business Enterprise Subcontractor Commitment	5 (1 bonus pt. available)
Total: 100 (103 if bonus awarded)	

The proposals were evaluated according to the process outlined in Section 3.2 (“Evaluation Criteria”) of the RFS. Scoring was completed as follows:

A. Adherence to Requirements

Each proposal was reviewed for responsiveness and adherence to mandatory requirements. One (1) proposal were deemed responsive and adhered to the mandatory requirements. One (1) proposals were disqualified.

B. Management Assessment/Quality: Initial Consensus Scoring

The Respondents’ proposals were each evaluated based on their respective Business Proposal and Technical Proposal. The evaluation team considered the Respondent’s proposal in the following areas:

- Connectivity Vision and Experience
- Network Monitoring and Support
- Optional Services
- Service Level Agreement

The evaluation team’s scoring is based on a review of the Respondent’s proposed approach to each section of the Business Proposal, Technical Proposal. The results of the Management Assessment/Quality Evaluation and Pricing Questions are shown below:

Table 1: – Management Assessment/Quality Scores

Respondent	MAQ Score 50 pts.
ENA SERVICES, LLC	47.13

C. Cost Proposal (30 Points)

The price points on the Respondent’s Costs were awarded as follows:

Score =

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- If Respondent’s Cost amount is lowest among all Respondents, then score is 30.
- If Respondent’s Cost amount is NOT lowest among all Respondents, then score is:

$$30 * \frac{\text{(Lowest Respondent’s Cost Amount)}}{\text{(Respondent’s Cost Amount)}}$$

The cost scoring as a result of the Respondents’ cost proposals is as follows:

Table 2: – Cost Scores

Respondent	Cost Score 30 pts.
ENA Services, LLC	30.00

D. Total Scores

The combined final scores for the Respondents, based on Management Assessment/Quality and Cost Scores are listed below.

Table 3: - Evaluation Scores

Respondent	MAQ Score	Cost Score	Total Score
Points Possible	50	30	80
ENA Services, LLC	47.13	30.00	77.13

E. IDOA Scoring

IDOA scored the Respondents in the following areas: MBE Subcontractor Commitment (5 points + 1 available bonus point), WBE Subcontractor Commitment (5 points + 1 available bonus point), IVOSB Subcontractor Commitment (5 points + 1 available bonus point), and Buy Indiana (5 points) using the criteria outlined in the RFS. IDOA requested updated M/WBE and IVOSB commitments from the Respondents who submitted Cost Proposals. Once the final M/WBE and IVOSB forms were received from the Respondent, the total scores out of 100 possible points were tabulated and are as follows:

Table 4: Final Evaluation Scores

Respondent	MAQ Score	Cost Score	Buy Indiana*	MBE*	WBE*	IVOSB*	Total Score
Points Possible	50	30	5	5 (+1 bonus pt.)	5 (+1 bonus pt.)	5 (+1 bonus pt.)	100 (+3 bonus pt.)
ENA Services, LLC	47.13	30.00	5.00	6.00	-1.00	5.00	97.13

* See Sections 3.2.5, 3.2.6, and 3.2.7 of the RFS for information on available M/WBE and IVOSB bonus points.

Award Summary

During the course of evaluation, the State scrutinized all proposals to determine the viability to meet the goals of the program and the needs of the State. The team evaluated proposals based on the stipulated criteria outlined in the RFS document.

The term of the contract shall be for a period of two (2) years from the date of contract execution. There may be two (2) one-year renewals for a total of four (4) years at the State’s option.