



STATE OF INDIANA

Michael R. Pence, Governor

Department of Administration
Procurement Division

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Award Recommendation Letter

Date: April 6, 2015

To: Mark Hempel, Director of Account Management, Indiana Department of Administration

From: Adam Thiemann, Sr. Account Manager, Indiana Department of Administration

Subject: Recommendation of Selection for RFP 15-053,
Computer Based Legal Research Materials for Prison Law Libraries

Based on the evaluation of responses to RFP 15-053, LexisNexis is recommended to begin contract negotiations to provide Computer Based Legal Research Materials for Prison Law Libraries of the Indiana Department of Correction.

The terms of this recommendation are included in this letter.

Estimated Amount of Contract: \$599,688.00

The evaluation team received one (1) proposal from:

- Mathew Bender and Company dba LexisNexis Mathew Bender (LexisNexis)

The proposal was evaluated by DOC and IDOA according to the following criteria established in the RFP:

- Adherence to Mandatory Requirements (Pass/Fail)
- Management Assessment/Quality (MAQ) (40 points)
- Cost Proposal (35 points)
- Indiana Economic Impact (5 points)
- Buy Indiana (5 points)
- Minority and Women Business Sub-Contractor Commitment (10 points + 2 available bonus points)
- Indiana Veteran Business Enterprise (IVBE) Subcontractor Commitment (5 points + 1 available bonus point)

The proposal was evaluated according to the process outlined in Section 3.2 ("Evaluation Criteria") of the RFP. Scoring was completed as follows:

A. Adherence to Requirements

The proposal was reviewed for adherence to mandatory requirements and deemed responsive. The proposal was then evaluated based on its Business Proposal and Technical Proposal.

B. Management Assessment/Quality

Business Proposal

For the business proposal evaluation, the team considered the information the respondent provided in the business proposal. These areas were reviewed to assess the respondent's ability to serve the State:

- Company Structure
- Financial Information
- Integrity of Company Structure
- References
- Subcontractors' Experience
- Experience Serving State Government

Technical Proposal

For the technical proposal evaluation, the team considered the respondent's proposal in the following areas:

- Content Format
- Required Publications
- Accessibility and Printability
- Ability to Meet User Requirements
- Updates to Material
- Licensing
- Customer Support, Technical Support, and Training

The evaluation team's scoring is based on a review of the Respondent's proposed approach to each section of the technical proposal, Section 2.4, as well as specific questions that the respondent was asked to respond to in the RFP and clarifications. The results of the management assessment/quality evaluation are shown below:

Table 1: Management Assessment/Quality Scores

RESPONDENT	MAQ SCORE (40 Max)
LexisNexis	28.92

C. Cost Proposal (35 points)

Price was measured against the State's baseline cost for this scope of work. The cost that the State is currently paying or its best estimate will constitute the baseline cost. Cost scoring points were assigned as follows:

- Respondents who met the State's current baseline cost received zero (0) cost points.
- Respondents who proposed a decrease to the State's current costs received positive points at the same rate as bid increasing cost.
- Respondents who proposed an increase to the State's current cost received negative points at the same rate as bid lowering cost.
- Respondents who proposed a 10% decrease to the State's current baseline cost received all of the available cost points.
- If multiple Respondents decreased costs below 10% of the current baseline, an additional 5 points was be added to the Respondent proposing the lowest cost to the State.

Table 2: Initial Cost Scores

RESPONDENT	COST SCORE (35 Max)
LexisNexis	-35.00

D. Short Listing

The combined MAQ and Cost scores from the initial evaluations are listed below. As the only respondent, the evaluation team concluded LexisNexis provided a “solidly acceptable proposal” and despite the increased cost in comparison to the baseline, LexisNexis moved forward to the final round of scoring.

Table 3: First Round Total Scores

RESPONDENT	TOTAL SCORE (75 Max)
LexisNexis	-6.08

E. IDOA Scoring

After requesting/receiving a Best and Final Offer from the respondent, IDOA scored the Respondent in the following areas: Buy Indiana (5 points), Indiana Economic Impact (5 points), Minority and Women Business Participation (5 points + 1 available bonus point each) and Indiana Veteran Business Enterprise Participation (5 points + 1 available bonus point) using the criteria outlined in the RFP. The total score out of 108 possible points was tabulated and is as follows:

Table 4: Final Evaluation Scores

Respondent	MAQ Score	Cost Score	Buy IN	IEI	MBE*	WBE*	IVBE*	Total Score
Points Possible	40.00	35.00	5.00	5.00	5.00	5.00	5.00	100.00
LexisNexis	28.92	-35.00	0.00	0.00	-1.00	-1.00	-1.00	-9.08

* See Sections 3.2.6 and 3.2.7 of the RFP for information on available M/W/VBE bonus points.

Award Summary

During the course of evaluation, the State scrutinized the proposal to determine the viability of the proposed business solutions’ ability to meet the goals of the program and the needs of the State. The team evaluated the proposal based on the stipulated criteria outlined in the RFP document.

The term of the contract shall be for a period of three (3) years from the date of contract execution. There may be one (1), one-year renewal for a total of four (4) years at the State’s option.