



Eric J. Holcomb, Governor

Indiana Government Center South
402 West Washington Street, Room W469
Indianapolis, IN 46204

Award Recommendation Letter

Date: February 6th, 2020
To: All Respondents
From: Austin Jones *Austin Jones* 02/06/2020
Indiana Department of Administration
Subject: Selection Recommendation for MSP Project #67080

Awarded Amount: \$598,000

Based on the evaluation of responses to the IV&V Services for Payroll Modernization Project, it is the team's recommendation that Public Consulting Group be selected to begin contract negotiations with the AOS.

Terms of this recommendation are included in this letter.

The evaluation team received proposals from five (5) respondents:

- ISG Public Sector
- KPMG
- KSM Consulting
- Public Consulting Group
- Stonemill Consulting

According to the following criteria, which was published in the Award Criteria section, of the Project Work Requirements document, proposals were evaluated by the Indiana Department of Administration ("IDO") and scored by the evaluation team:

- Adherence to Requirements (Pass/Fail)
- Management Assessment/Quality (MAQ): 60 points
- Buy Indiana: 5 points
- Cost: 35 points

The proposals were evaluated according to the published process outlined in the Award Criteria section, of the Project Work Requirements document. Scoring was completed as follows:

A. Adherence to Requirements

The proposals were reviewed for adherence to mandatory requirements. The respondents met these requirements and were then evaluated based on the MAQ, Buy Indiana, and Cost proposal.

B. Selection Criteria

The proposals that met the Mandatory Requirements were scored based on MAQ, Buy Indiana, and Cost. This scoring had a maximum possible score of 100 points. All proposals were ranked based on their combined scores for MAQ, Buy Indiana, and Cost.

Results of the Selection Criteria evaluation are shown below:

Table 1: Management Assessment/Quality Score

Respondent	MAQ Score (60 Max)
ISG Public Sector	54.17
KPMG	40.42
KSM Consulting	37.50
Public Consulting Group	47.08
Stonemill Consulting	30.42

C. Cost Proposal

Cost scores were normalized, based on the lowest cost proposal evaluated. The lowest cost proposal, relative to their total cost, received a total of 35 points. Other proposals received scores based on the following normalization formula where the total cost of the proposal remains the respondent’s total cost:

$$\text{Respondent's Cost Score} = (\text{Lowest Cost Proposal} / \text{Total Cost of Proposal}) \times 35 \text{ points}$$

The cost scoring is as follows:

Table 2: Cost Score

Respondent	Cost Score (35 Max)
ISG Public Sector	22.63
KPMG	22.89
KSM Consulting	23.74
Public Consulting Group	24.67
Stonemill Consulting	35.00

D. Initial Total Scores

The Cost Score was then combined with the MAQ Score to generate the total score for this evaluation process as described in the Project Work Requirements. The combined scores out of a maximum possible 100 points are tabulated in Table 3 below.

Table 3: Management Assessment/Quality Score + Buy Indiana + Cost Score

Respondent	MAQ Score (60 Max)	Buy Indiana (5 Points)	Cost Score (35 Max)	Total Score (100 Max)
ISG Public Sector	54.17	0.00	22.63	76.80
KPMG	40.42	0.00	22.89	63.31
KSM Consulting	37.50	5.00	23.74	66.24
Public Consulting Group	47.08	5.00	24.67	76.75
Stonemill Consulting	30.42	5.00	35.00	70.42

**Totals may not foot due to rounding differences.*

There was a clear and natural break among the respondents. As such, KPMG, KSM Consulting, and Stonemill consulting were eliminated.

The remaining two respondents were deemed viable for contract award and advanced to the final evaluation.

E. Oral Presentation

Respondents were instructed to address specific topics, display their proposed solution and answer questions based on a uniform agenda. In doing so, respondents were requested to send knowledgeable representatives to discuss their proposals specific to solution functionality, implementation, training, and post implementation support as outlined in their responses. Respondents were encouraged to send representatives who would participate on the project team as well as any key subcontractors.

The evaluation team’s scores were based on a review of the Respondent’s proposed approach to each section of the business proposal, technical proposal and oral presentation.

Results of the oral presentation management assessment/quality evaluation and best and final offer (BAFO) are shown below:

Table 4: Oral Presentation MAQ + BAFO Cost Score

Respondent	MAQ Score (60 Max)	Cost Score (35 Max)	Total Score (95 max)
ISG Public Sector	56.67	29.27	85.94
Public Consulting Group	50.83	35.00	85.83

F. Total Scores

The MAQ Score and Cost Score was then combined with Buy Indiana points to generate the total score for this evaluation process as described in the Project Work Requirements. The combined scores out of a maximum possible 100 points are tabulated in Table 3 below.

Table 5: Management Assessment/Quality Score + Buy Indiana + Cost Score

Respondent	MAQ Score (60 Max)	Buy Indiana (5 Points)	Cost Score (35 Max)	Total Score (95 max)
ISG Public Sector	56.67	0.00	29.27	85.94
Public Consulting Group	50.83	5.00	35.00	90.83

**Totals may not foot due to rounding differences.*

Award Summary

During the course of evaluation, the State scrutinized the proposals to determine the viability of the proposed business solutions to meet the goals of the program and to meet the needs of the State. The team evaluated the proposals based on the stipulated criteria outlined in the Project Work Requirements. The recommendation was to award to the highest score, Public Consulting Group.