



STATE OF INDIANA

Eric Holcomb, Governor

Department of Administration

Procurement Division

402 W Washington Street, Room W468

Indianapolis, Indiana 46204

317.232.3053

Award Recommendation Letter

Date: March 6, 2024

To: L. Erin Kellam, Deputy Commissioner
Indiana Department of Administration

From: Teresa Deaton-Reese, CPPB, CPPO, Procurement Consultant
Indiana Department of Administration

Subject: Recommendation of Selection for RFP-24-76084 – Chemical Products, Formulas, and Testing Parameters for Indiana Correctional Industries (ICI)

Estimated amount of all contracts - \$445,983.59

Based on its evaluation of responses to RFP 24-76084, it is the evaluation team's recommendations that Arrow Chemical Product, Inc. and Brulin Holding Company, Inc. be selected to begin contract negotiations to provide chemical products, formulas, and testing parameters to manufacture finished products in the following areas:

- Green Seal Certified Products
- Laundry
- Other
- Warewash

No response was received in the following area:

- Personal Care Products

No awards will be made in the following areas:

- Disinfections
- EPA Products
- Floor Care
- Janitorial Products

The terms of this recommendation are included in this letter.

The evaluation team received proposals from:

Disinfections

1. Arrow Chemical Products, Inc.
2. Brulin Holdings Company, Inc.

EPA Products

1. Arrow Chemical Products, Inc.

Floorcare Products

1. Arrow Chemical Products, Inc.
2. Brulin Holdings Company, Inc.

Green Seal Certified Products

1. Arrow Chemical Products, Inc.
2. Brulin Holdings Company, Inc.

Janitorial Products

1. Arrow Chemical, Inc.
2. Brulin Holdings Company, Inc.

Laundry

1. Arrow Chemical Products, Inc.

Other

1. Arrow Chemical Products, Inc.
2. Brulin Holdings Company, Inc.

Warewash

1. Arrow Chemical Products, Inc.

The proposals were evaluated by ICI and IDOA according to the following criteria established in the RFP:

Criteria	Points
• Adherence to Mandatory Requirements	Pass/Fail
• Management Assessment/Quality (Business and Technical Proposal)	50 points
• Cost (Cost Proposal)	30 points
• Buy Indiana	5 points
• Minority Business Enterprise Subcontractor Commitment	5 (1 bonus point available)
• Women Business Enterprise Subcontractor Commitment	5 (1 bonus point available)

- Indiana Veterans Owned Small Business Subcontractor Commitment 5 (1 bonus point available)

Total: 100 (103 if bonus awarded)

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

A. Adherence to Requirements

Each proposal was reviewed for responsiveness and adherence to mandatory requirements. All responses were deemed responsive and adhered to the mandatory requirements with the exception of Arrow Chemical Products, Inc. in the area of Green Seal Certified and Other Products.

B. Management Assessment/Quality (50 points)

The Respondents’ proposal was evaluated based on their respective Business Proposal and Technical Proposal.

Business Proposal (5points)

For the Business Proposal evaluation, the evaluation team considered the information the Respondents provided in the Business Proposal. These areas were reviewed to assess the Respondent’s ability to serve the State.

- References
- Company Financials
- Experience Serving State Governments
- Company Financial information

Technical Proposal (45 points)

For the Technical Proposal evaluation, the evaluation team considered the Respondent’s proposal in following areas for all program areas:

- Respondents Duties
- Finished Products
- Formulas
- Test/Testing Parameters
- Dispensing Equipment
- Formulas and Blending Issues
- Shelf-Life Expectations
- Catalog and Website
- Product Development

**Table1: Management Assessment/Quality Scores
For All Categories Bid**

Respondent	MAQ Score 50 pts.
Arrow Chemical Products, Inc.	16.50
Brulin Holdings Company, Inc.	25.75

C. Cost Proposal (30)

Price

30 available points

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

Table 2: Cost Scores – Green Seal Certified Products

Respondent	Cost Score 30 pts.
Brulin Holdings Company, Inc.	30.00

Table 2: Cost Scores - Laundry

Respondent	Cost Score 30 pts.
Arrow Chemical Products, Inc.	30.00

Table 2: Cost Sores– Other

Respondent	Cost Score 30 pts.
Brulin Holdings Company, Inc.	30.00

Table 2 – Cost Scores - Warewash

Respondent	Cost Score 30 pts.
Arrow Chemical Products, Inc.	30.00

D. IDOA Scoring

IDOA scored the Respondents in the following areas: Buy Indiana (5 points) MBE Subcontractor Commitment (5 points + 1 available bonus point), WBE Subcontractor Commitment (5 points + 1 available bonus point), and Indiana Veterans Owned Small Business (5 points + 1 available bonus point) using the criteria outlined in the RFP. When necessary, IDOA clarified certain M/WBE and IVOSB information with the Respondents. Once the final M/WBE forms were received from the Respondents, the total scores out of 103 possible points were tabulated and are as follows:

Table 3: Final Evaluation Scores – Green Seal Certified Products

Respondent	MAQ Score	Cost Score	Buy Indiana	MBE	WBE		Total Score
Points Possible	50	30	5	5 (+1 bonus pt.)	5 (+1 bonus pt.)	5 (+1 bonus pt.)	100(+ 3 bonus pts.)

Brulin Holdings Company, Inc.	25.75	30.00	0.00	-1.00	-1.00	-1.00	52.75
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Table 3: Final Evaluation Scores – Laundry

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 pts.)
Arrow Chemical Products, Inc.	16.50	30.00	0.00	-1.00	-1.00	-1.00	43.50

Table 3: Final Evaluation Scores – Other

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 pts.)
Brulin Holdings Company, Inc.	25.75	30.00	0.00	-1.00	-1.00	-1.00	52.75

Table 3: Final Evaluation Scores – Warewash

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 pts.)
Arrow Chemical Products, Inc.	16.50	30.00	0.00	-1.00	-1.00	-1.00	43.50

Award Summary

During the course of evaluation, the State scrutinized all proposals to determine the viability of the proposal 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 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) three-year renewal for a total of six (6) years at the State's option.