



**STATE OF INDIANA**

**Eric Holcomb, Governor**

**Department of Administration**

**Procurement Division**

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Indianapolis, Indiana 46204

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**Award Recommendation Letter**

Date: February 15, 2024

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

From: Angie Alexander, Procurement Specialist  
Indiana Department of Administration

Subject: Recommendation of Selection for RFP-24-76232

**Estimated amount of contract (across the five (5) awardees and five (5) contracts) based on the past enrollment/season volume of \$4,536,000.00.**

Based on its evaluation of responses to RFP 24-76232, it is the evaluation team's recommendations that Abate of Indiana, Inc., Harley Davidson Sales and Services, MY Motorsport of Indiana, LLC, Motorcycle Rider Training of Fort Wayne, and Riders First be selected to begin contract negotiations to provide Motorcycle Operator Safety Education for 1. Basic Rider Course, 2. Advance Rider Course, and 3. Three Wheel Basic Rider Course. The terms of this recommendation are included in this letter.

The evaluation team received proposals from:

**Basic Rider Course**

1. Abate of Indiana, Inc.
2. Harley Davidson Sales and Services
3. MY Motorsport of Indiana, LLC
4. Motorcycle Rider Training of Fort Wayne
5. Riders First

**Advance Rider Course**

1. Harley Davidson Sales and Services
2. MY Motorsport of Indiana, LLC
3. Motorcycle Rider Training of Fort Wayne
4. Riders First

**Three Wheel Basic Rider Course**

1. Harley Davidson Sales and Services

## 2. Riders First

The proposals were evaluated by BMV 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 Kersting’s Cycle Center Inc., they were disqualified. All others were moved forward for evaluation.

### 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 Respondent 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:

- Site
- Classroom

- Equipment
- Instruction
- Promotion Marketing

**Table1: Management Assessment/Quality Scores**  
**Basic Rider Training Course/Advance Rider Course/Three Wheel Basic Rider Course**

<b>Respondent</b>	<b>MAQ Score 50 pts.</b>
Abate of Indiana, Inc.	27.42
Harley Davidson Sales and Services	13.25
MY Motorsport of Indiana, LLC	24.50
Motorcycle Rider Training of Fort Wayne	13.25
Riders First	17.50

### **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 – Basic Rider Training Course**

<b>Respondent</b>	<b>Cost Score 30 pts.</b>
Abate of Indiana, Inc.	27.89
Harley Davidson Sales and Services	17.50
MY Motorsport of Indiana, LLC	30.00
Motorcycle Rider Training of Fort Wayne	21.15
Riders First	28.55

**Table 2: Cost Scores -Advance Rider Training Course**

<b>Respondent</b>	<b>Cost Score 30 pts.</b>
Harley Davidson Sales and Services	15.00
MY Motorsport of Indiana, LLC	22.86
Motorcycle Rider Training of Fort Wayne	25.00
Riders First	30.00

**Table 2: Cost Scores– Three Wheel Basic Rider Training**

<b>Respondent</b>	<b>Cost Score 30 pts.</b>
Harley Davidson Sales and Services	
Riders First	

**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 – Basic Rider Training Course**

<b>Respondent</b>	<b>MAQ Score</b>	<b>Cost Score</b>	<b>Buy Indiana</b>	<b>MBE</b>	<b>WBE</b>		<b>Total Score</b>
<b>Points Possible</b>	<b>50</b>	<b>30</b>	<b>5</b>	<b>5 (+1 bonus pt.)</b>	<b>5 (+1 bonus pt.)</b>	<b>5 (+1 bonus pt.)</b>	<b>100(+ 3 bonus pts.)</b>
Abate of Indiana, Inc.	27.42	27.89	5.00	-1:00	-1:00	-1:00	57.31
Harley Davidson Sales and Services	13.25	17.50	5.00	-1:00	-1:00	-1:00	32.75
MY Motorsport of Indiana, LLC	24.50	30.00	.00	-1:00	-1:00	-1:00	51.50
Motorcycle Rider Training of Fort Wayne	13.25	28.55	.00	-1:00	-1:00	-1:00	31.40
Riders First	17.50	28.55	.00	-1:00	-1:00	-1:00	43.05

**Table 3: Final Evaluation Scores – Advance Rider Training Course**

<b>Respondent</b>	<b>MAQ Score</b>	<b>Cost Score</b>	<b>Buy Indiana</b>	<b>MBE</b>	<b>WBE</b>	<b>IVOSB</b>	<b>Total Score</b>
<b>Points Possible</b>	<b>50</b>	<b>30</b>	<b>5</b>	<b>5 (+1 bonus pt.)</b>	<b>5 (+1 bonus pt.)</b>	<b>5 (+1 bonus pt.)</b>	<b>100(+ 3 bonus pts.)</b>
Harley Davidson Sales and Services	13.25	15.00	5.00	-1:00	-1:00	-1:00	30.25
My Motorsport of Indiana, LLC	24.50	22.86	.00	-1:00	-1:00	-1:00	44.36
Motorcycle Rider Training of Fort Wayne	13.25	25.00	.00	-1:00	-1:00	-1:00	35.25
Riders First	17.50	30.00	.00	-1:00	-1:00	-1:00	44.50

**Table 3: Final Evaluation Scores – Three Wheel Basic Rider Training Course**

<b>Respondent</b>	<b>MAQ Score</b>	<b>Cost Score</b>	<b>Buy Indiana</b>	<b>MBE</b>	<b>WBE</b>	<b>IVOSB</b>	<b>Total Score</b>
<b>Points Possible</b>	<b>50</b>	<b>30</b>	<b>5</b>	<b>5 (+1 bonus pt.)</b>	<b>5 (+1 bonus pt.)</b>	<b>5 (+1 bonus pt.)</b>	<b>100(+3 bonus pts.)</b>
Harley Davidson Sales and Services	13.25	10.76	5.00	-1:00	-1:00	-1:00	26.01
Riders First	17.50	30.00	.00	-1:00	-1:00	-1:00	44.50

**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 four (4) years from the date of contract execution. There may be one (1) two-year renewal for a total of six (6) years at the State's option.