



STATE OF INDIANA

Eric J. Holcomb, Governor

**DEPARTMENT OF
ADMINISTRATION**

Procurement Division

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Award Recommendation Letter

Date: June 14, 2021

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

From: Abigail Chittenden, Senior Account Manager
Indiana Department of Administration

Subject: Request for Proposals ASA-21-66603; Fingerprinting Services

Based on the recommendation of the State of Indiana evaluation team, the State of Indiana recommends **Idemia Identity and Security USA LLC** as the successful respondent of the RFP process for RFP ASA-21-66603; Fingerprinting Services.

The evaluation team received proposals from one (1) vendor:

- Idemia Identity and Security USA LLC

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

- Adherence to Requirements (Pass/Fail)
- Management Assessment/Quality (45 points)
- Cost Proposal (35 points)
- Buy Indiana (5 points)
- Minority Business Participation (5 +1 potential points)
- Woman-Owned Business Participation (5+1 potential points)
- Indiana Veteran Business Enterprise (5+1 potential points)

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.

The respondent adhered to the mandatory requirements and was then evaluated based on their business proposal, technical proposal, and cost proposal.

B. Management Assessment/Quality

Business Proposal

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

- References
- Experience Serving State Government and Similar Clients
- All Other Remaining Sections of the Business Proposal

Technical Proposal

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

- 2.4.1 – General Requirements and Definitions
- 2.4.2 – Services
- 2.4.3 – Site Locations
- 2.4.4 – Service Delivery
- 2.4.5 – Respondent Personnel and Customer Service
- 2.4.6 – Fee Collection and Distribution
- 2.4.7 – Scopes of Work (SOW)
- 2.4.8 – Technical Requirements
- 2.4.9 & Attachment S- Resource Usage Guide – Implementation

The evaluation teams scores were based on a review of the respondent's business proposal, Section 2.3, and the respondent's proposed approach to each section of the technical proposal, Section 2.4, as well as responses to proposal clarifications.

Results of the initial management assessment/quality evaluation are shown below:

Table 1: Initial Management Assessment/Quality Scores

RESPONDENT	MAQ SCORE (45 Max)
Idemia Identity and Security USA LLC	24.25

C. Cost Proposal

Cost scores were then normalized to one another, with the lowest cost receiving a total of 35 points. The normalization formula is as follows:

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

The initial cost scoring is as follows:

Table 2: Initial Cost Scores

RESPONDENT	Cost Score (35 Max)
Idemia Identity and Security USA LLC	35.00

D. First Round Total Score

Management Assessment and Quality Scores in Table 1 (shown above) were combined with the Cost Scores in Table 2 (shown above) to generate a total score for the respondent. The combined scores (out of a possible maximum of 80 points) are tabulated in Table 3 below.

Table 3: First Round Total Scores

RESPONDENT	MAQ SCORE	COST SCORE	TOTAL SCORE
Idemia Identity and Security USA LLC	24.25	35.00	59.25

E. Oral Presentation

MAQ scores were updated based on the oral presentation and clarifications. The respondent was given the opportunity to update their cost proposal during the Best and Final Offer (BAFO) round.

Table 4: Post Oral Presentation Total Scores

RESPONDENT	MAQ SCORE (Post-Oral Presentation)	COST SCORE (Initial)	TOTAL SCORE
Idemia Identity and Security USA LLC	26.67	35.00	61.67

Table 5: Updated Total Scores

RESPONDENT	MAQ SCORE (Post-Oral Presentation)	COST SCORE (Post-BAFO)	TOTAL SCORE
Idemia Identity and Security USA LLC	26.67	35.00	61.67

F. Finalized IDOA Scoring

IDOA then scored the respondent in the following areas: Buy Indiana (5 points), Minority Business Enterprises Subcontractor Commitment (5 points), Women Business Enterprises Subcontractor Commitment (5 points), and Indiana Veteran Business Enterprise (5 points) using the criteria outlined in the RFP. The total scores, out of 100 possible points, were tabulated and are as shown below:

Table 6: Final Overall Evaluation Scores

Respondent	MAQ	Cost	Buy IN	MBE	WBE	IVOSB	Total Score
Idemia Identity and Security USA LLC	26.67	35	0	6	6	6	79.67

Award Summary

During the course of evaluation, the state scrutinized the proposal to determine the viability of the proposed business solution to meet the goals of the program and to meet 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 four (4) years from the date of contract execution. There may be two (2), one-year renewals for a total of six (6) years at the State's option.

Abigail Chittenden, Senior Account Manager
Indiana Department of Administration