



**Award Recommendation Letter**

Date: April 3, 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 24-76492; School Based Mental Health Provider Endorsement for Family and Social Services Administration, Division of Mental Health and Addiction (FSSA, DMHA)

Based on the evaluation of responses to RFP 24-76492 it is the evaluation team's recommendation that Paramount Health Data Project be selected to begin contract negotiations to provide School Based Mental Health Provider Endorsement for FSSA, DMHA.

Paramount Health Data Project has committed to subcontract 8.85% to GreyPrint Consulting (a certified Minority-owned Business (MBE)), and 10% to Coverdale Consulting, LLC, (a certified Women-owned Business (WBE)), and 3% to Veteran Strategies (a certified Indiana Veterans Owned Small Business (IVOSB)).

The terms of this recommendation are included in this letter.

Estimated one (1) Year Contract Value: \$650,000.00

The evaluation team received two (2) RFP responses:

- Paramount Health Data Project
- Syra Health Corporation

The proposals were evaluated by FSSA, DMHA and the Indiana Department of Administration (IDOA) according to the following in the RFP:

<b>Criteria</b>	<b>Points</b>
1. Adherence to Mandatory Requirements	Pass/Fail
2. Management Assessment/Quality (Business and Technical Proposal)	45 points
3. Cost (Cost Proposal)	35 points
4. Buy Indiana	5 points

5. Minority Business Enterprise Subcontractor Commitment	5 (1 bonus point available)
6. Women Business Enterprise Subcontractor Commitment	5 (1 bonus point available)
7. 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 Respondents adhered to the mandatory requirements and were moved to the next step in the evaluation process.

**B. Management Assessment/Quality (45 points)**

The Respondents proposals were evaluated based on their respective Business Proposal and Technical Proposal.

**Business Proposal (5 points)**

For the Business Proposal evaluation, the evaluation team considered the Respondents organizational structure and financial stability as defined in Section 2.3 of the RFP. The evaluation teams scores were based on a review of the Respondents Business Proposal, Attachment E.

**Technical Proposal (40 points)**

For the Technical Proposal evaluation, the evaluation team considered the Respondents ability to effectively perform the scope of work in Section 2.4 of the RFP. The evaluation teams scores were based on a review of the Respondents Technical Proposal, Attachment F.

The evaluation teams Round 1 scoring was based on a review of the Respondents proposed approach to each section of the Business Proposal and Technical Proposal. The initial results of the Management Assessment/Quality Evaluation are shown below:

**Table 1 – MAQ**

Respondents Name	MAQ Score
Paramount Health Data Project	22.75
Syra Health Corporation	26.25

**C. Cost Proposal (35)**

Cost scores would then be normalized to one another, based on the lowest cost proposal evaluated. The lowest cost proposal received a total of 35 points. The normalization formula is as follows:

- Respondents Cost Score = (Lowest Cost Proposal / Total Cost of Proposal) X 35*

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

**Table 2 – Cost**

Respondents Name	Cost Score
Paramount Health Data Project	34.94
Syra Health Corporation	35.00

**D. Initial (Round 1) Total Scores**

The initial Management Assessment and Quality (MAQ) Score in Table 1 were combined with the initial Cost Score in Table 2 to generate the combined initial scores in Table 3. The combined initial MAQ and Cost Scores from the initial evaluations are listed below:

**Table 3 – Total Scores**

<b>Respondent</b>	<b>Total Score 80 pts.</b>
Paramount Health Data Project	57.69
Syra Health Corporation	61.25

**E. Second Round Scores – BAFO Responses**

The Respondents MAQ and Cost Scores were reviewed and re-evaluated based on clarification/oral presentations and BAFO responses. The Round 2 scores for the shortlisted Respondents after clarification and the BAFO responses were as follows:

**Table 4: BAFO Responses**

<b>Respondent</b>	<b>MAQ Score (45)</b>	<b>Cost Score (35)</b>	<b>Total Score (80)</b>
Paramount Health Data Project	36.25	35.00	71.25
Syra Health Corporation	23.75	31.92	55.67

**F. IDOA Scoring**

IDOA scored the Respondent in the following areas: Buy Indiana (5 pts.), MBE Subcontractor Commitment (5 points + 1 available bonus point), WBE Subcontractor Commitment (5 points + 1 available bonus point), and Indiana Veterans Owned Small Business Subcontractor Commitment (5 points + 1 available bonus point) using the criteria outlined in the RFP. The total scores out of 103 possible points were tabulated and are as follows:

**Table 5: Final Overall Evaluation Scores**

<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>45</b>	<b>35</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>
Paramount Health Data Project	36.25	35.00	5.00	5.00	4.50	5.00	90.75
Syra Health Data Project	23.75	31.92	5.00	6.00	6.00	6.00	81.17

**Award Summary**

During the course of evaluation, the State scrutinized all proposals to determine the viability of the proposed solutions 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 one year and nine months from the date of contract execution. There may be two (2) one-year renewals for a total of three years and nine months at the State’s option.