



STATE OF INDIANA

DEPARTMENT OF ADMINISTRATION
Commissioner's Office

Eric J. Holcomb, Governor

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

Award Recommendation Letter

Date: June 13, 2024

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

From: Arthur L. Sample IV, Procurement Specialist
Indiana Department of Administration

Subject: Negotiated Bid 385-25-79463
Mobile Class B Training Trailer for Department of Homeland Security

Based on the evaluation of the response received for Negotiated Bid 385-25-79463, **Symtech Fire LLC.**, is recommended for award to provide Mobile Class B Training Trailer for Department of Homeland Security. Terms of this recommendation are outlined in this letter.

The State received one (1) bid response from:

1. Symtech Fire LLC.

The state requested pricing on the following line items:

Mobile B Training Trailer				
Fire Training & Safety Academy	Quantity	UOM	Price	Total
Trailer (per specifications that are attached)	1	EA		\$0.00
Shipping/Delivery (if applicable)	1	EA		\$0.00
			Total	\$0.00

Bid Evaluation Summary

The solicitation was issued as a Negotiated Bid to establish the State's need for Mobile Class B Training Trailer for the Department of Homeland Security.

The proposals were evaluated according to the criteria established in the bid documents. The supplier met the required and requested specifications. Therefore, the State evaluated the supplier for cost.

				Symtech Fire LLC
Mobile B Training Trailer				
Fire Training & Safety Academy	Quantity	UOM	Price	Total
Trailer (per specifications that are attached)	1	EA	\$593,600.00	\$593,600.00
Shipping/Delivery (if applicable)	1	EA	\$0.00	\$0.00
Total				\$593,600.00

The bid submission from the respondent evaluated according to the criteria established in the bid documents and their adherence to requirements. When necessary, the State clarified with the Respondent to ensure specifications were met.

Award Summary

The final overall evaluation score is listed in the table below.

Symtech Fire LLC				
Preference				
US Manufactured	Indiana Business	Indiana Manufactured	Indiana Small Business	Recycled
None	None	None	None	None

During the course of evaluation, the State scrutinized the bids to determine the viability of the proposed business solution to meet the needs of the State. The Indiana Department of Administration evaluated the bids based on the stipulated criteria outlined in the bid documents.

The State intends to sign a contract with Symtech Fire LLC to fulfill the requirements in this solicitation.

The term of the contract shall be for a period of one (1) year from the date of contract execution. There may be three (3) one-year renewals for a total of four (4) years, at the State's option.

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