



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: February 1, 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 385-24-76964
Online EMT/Paramedic Classes for Department of Homeland Security

Estimated four (4) Year Contract Amount: \$3,820,000.00

Based on the evaluation of the response received for Negotiated Bid 385-24-76964, **The EMS training School, LLC**, is recommended for award to provide Online EMT/Paramedic Classes for Department of Homeland Security. Terms of this recommendation are outlined in this letter.

The State received one (1) bid response from:

1. The EMS training School, LLC

The state requested pricing on the following line items:

Online EMT classes 16-24 Weeks	Online Paramedic classes 40-52 Weeks
IDHS Regions	IDHS Regions
Central Indiana	Central Indiana
Southeast Indiana	Southeast Indiana
Southwest Indiana	Southwest Indiana
Northeast Indiana	Northeast Indiana
Northwest Indiana	Northwest Indiana

Bid Evaluation Summary

The solicitation was issued as a Negotiated Bid to establish the State's need for Online EMT and Paramedic classes for 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.

Online EMT classes 16-24 Weeks

Online EMT classes 16-24 Weeks - 20 Students per class				
IDHS Regions	Per Class	UOM	Price	Total
Central Indiana	1	EA	\$33,000.00	\$33,000.00
Southeast Indiana	1	EA	\$33,000.00	\$33,000.00
Southwest Indiana	1	EA	\$33,000.00	\$33,000.00
Northeast Indiana	1	EA	\$33,000.00	\$33,000.00
Northwest Indiana	1	EA	\$33,000.00	\$33,000.00
			Annual Cost	\$165,000.00
			Total 4 year Cost	\$660,000.00

Online Paramedic classes 40-52 Weeks

Online Paramedic classes 40-52 Weeks - 20 Students per class				
IDHS Regions	Per Class	UOM	Price	Total
Central Indiana	1	EA	\$173,000.00	\$173,000.00
Southeast Indiana	1	EA	\$173,000.00	\$173,000.00
Southwest Indiana	1	EA	\$173,000.00	\$173,000.00
Northeast Indiana	1	EA	\$173,000.00	\$173,000.00
Northwest Indiana	1	EA	\$173,000.00	\$173,000.00
			Annual Cost	\$865,000.00
			Total 4 year Cost	\$3,460,000.00

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.

Best and Final Offer (BAFO):

BAFO - Online EMT classes 16-24 Weeks - 20 Students per class				
IDHS Regions	Per Class	UOM	Price	Total
Central Indiana	1	EA	\$32,000.00	\$32,000.00
Southeast Indiana	1	EA	\$32,000.00	\$32,000.00
Southwest Indiana	1	EA	\$32,000.00	\$32,000.00
Northeast Indiana	1	EA	\$32,000.00	\$32,000.00
Northwest Indiana	1	EA	\$32,000.00	\$32,000.00
			Annual Cost	\$160,000.00
			Total 4 year Cost	\$640,000.00

BAFO - Online Paramedic classes 40-52 Weeks - 20 Students per class				
IDHS Regions	Per Class	UOM	Price	Total
Central Indiana	1	EA	\$159,000.00	\$159,000.00
Southeast Indiana	1	EA	\$159,000.00	\$159,000.00
Southwest Indiana	1	EA	\$159,000.00	\$159,000.00
Northeast Indiana	1	EA	\$159,000.00	\$159,000.00
Northwest Indiana	1	EA	\$159,000.00	\$159,000.00
			Annual Cost	\$795,000.00
			Total 4 year Cost	\$3,180,000.00

BAFO

Award Summary

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

The EMS training School, LLC									
Summary			Online Paramedic Classes 40-52 Weeks	Online EMT classes 16-24 Weeks					
IDHS Regions	Per Class	UOM	20 Student per Class Price	20 Student per Class Price	Annual Cost	Total 4 Year Cost	Preference Claimed	Preference Price	Total 4 Year Cost
Central Indiana	1	EA	\$159,000.00	\$32,000.00	\$191,000.00	\$764,000.00	None	\$764,000.00	
Southeast Indiana	1	EA	\$159,000.00	\$32,000.00	\$191,000.00	\$764,000.00	None	\$764,000.00	
Southwest Indiana	1	EA	\$159,000.00	\$32,000.00	\$191,000.00	\$764,000.00	None	\$764,000.00	
Northeast Indiana	1	EA	\$159,000.00	\$32,000.00	\$191,000.00	\$764,000.00	None	\$764,000.00	
Northwest Indiana	1	EA	\$159,000.00	\$32,000.00	\$191,000.00	\$764,000.00	None	\$764,000.00	
									\$3,820,000.00

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 term of the contract shall be for a period of four (4) years from the date of contract execution.

Arthur L. Sample IV

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Procurement Specialist
Indiana Department of Administration