



# STATE OF INDIANA

MITCHELL E. DANIELS, JR., Governor

DEPARTMENT OF ADMINISTRATION

Procurement Division

402 W Washington Street, Room W468

Indianapolis, Indiana 46204

317 / 232-3053

## Award Recommendation Letter

Date: June 7, 2011

To: Mark Hempel, Senior Account Manager, IOT

From: Frank Poole, Assistant Account Manager, IOT

Subject: Recommendation of Selection for RFP 11-49  
Solicitation for Digital Image Case Management System  
for the Indiana State Police Laboratory

**Estimated Amount of One Year Contract: \$146,646.77**

Based on the evaluation by our team, we recommend **Mideo Systems, Inc.** for selection to begin contract negotiations to provide a Digital Image Case Management System for the Indiana State Police Laboratory. Terms of this recommendation are included in this letter.

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

- Mideo Systems, Inc

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

- Adherence to Requirements (Pass/Fail)
- Management Assessment/Quality (30 points)
- Pricing Proposal (25 points)
- Indiana Economic Impact (15 points)
- Buy Indiana/Indiana Company (10 points)
- Minority Business Participation (10 points)
- Woman-Owned Business Participation (10 points)

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

This proposal was reviewed for adherence to minimum requirements. The respondent adhered to the minimum 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 business information provided in the business proposal. These areas were reviewed to assess the respondent's ability to serve the State: Respondent's company structure, company financial information, integrity of company structure and financial reporting, references, and subcontractor information.

### Technical Proposal

For the technical proposal evaluation, the team considered each respondent's proposal for the system requested in regards to general information, prior experience, basic general system requirements, LIMS integration requirements, administrative requirements, security requirements, workflow and ACE-V documentation requirements, and the NEC Integra ID AFIS integration requirements.

The evaluation team's scores were based on a review of the respondent's proposed approach to each section of the technical proposal, Section 2.4, as well as specific questions that the respondent was asked to respond to in the RFP and clarifications.

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

**Table 1: Management Assessment/Quality Scores**

RESPONDENT	MAQ SCORE (30 Max)
Mideo Systems, Inc.	28.99

During business and technical proposal evaluation, the evaluation team observed the following regarding each respondent:

### Mideo Systems, Inc

Mideo Systems, Inc. scored 28.99 points out of the possible 30 qualitative points. The following observations were noted:

The company's financial data was clear and well documented showing they fully meet the following criteria.

#### Section 2.3.3 Company Financial Information

- Previous 2 years Income Statements (2009, 2010)
- Previous 2 years Balance Sheets (2009, 2010)

IDOA did receive the audited financial statements as promised by June 1, 2011.

- The Mideo System is currently operational in forensic laboratory facilities like the Indiana State Police Laboratory. This vendor is not making promises that it can meet the specialized needs of a forensic laboratory but has a product doing exactly what we need in multiple forensic settings.
- Mideo Systems met every minimum requirement. Furthermore, they met or exceeded every desired component.
- Mideo Systems references were checked through telephone conversations with the Arizona Department of Public Safety, Phoenix Police Department, and the Los Angeles

Sheriff's Department. The references believed the training was good and met their particular needs. They felt the project management capabilities were fair to good. The reference that provided a fair recommendation cited when multiple project changes were procured, they had to remind the vendor about one of the items but the vendor responded promptly. The Los Angeles Sheriff's Department did not integrate the Mideo software with their LIMS system but the other two did. They rated the integration as seamless and close to flawless. IT infrastructure was rated as good with the caution that there is some mandatory set up time required which was not unexpected. System support by Mideo after the sale was rated as great, fantastic, and excellent by the references. Daily administration of the system was regarded to be very good by all three. The system administrator for Phoenix Police Department noted the system had very few errors and stated, "Once set up you don't have to touch it."

**C. Cost Proposal**

Price is measured against the state's baseline cost for this scope of work. The cost that the state is currently paying or the state's best estimate will constitute the baseline cost. Cost scoring points will be assigned as follows:

- Respondents who meet the state's current baseline cost will receive zero (0) cost points.
- Respondents who propose a decrease to the state's current costs will receive positive points at the same rate as bid increasing cost.
- Respondents who propose an increase to the state's current cost will receive negative points at the same rate as bid lowering cost.
- Respondents who propose a 10% decrease to the state's current baseline cost will receive all of the available cost points.
- If multiple respondents decrease costs below 10% of the current baseline, an additional 5 points will be added to the respondent proposing the lowest cost to the state.

**Table 2: Final Cost Scores**

<b>RESPONDENT</b>	<b>COST SCORE (-25 to +25)</b>
Mideo Systems, Inc.	5.00

IDOA did request a Best and Final offer from Mideo Systems Inc with the company reducing their original cost for year one by \$2,809.73 from \$149,456.50 to \$146,646.77. This is 1.91% below the baseline of 150,000.00. Mideo Systems Inc also reduced the maintenance and support costs for years two, three and four for a total of \$1,136.52.

**D. Short List**

There was no short list because there was only one response.

**E. IDOA Scoring**

IDOA scored the one respondent in the following areas – Buy Indiana (10 points), Indiana Economic Impact (15 points), and Minority and Women Business Participation (10 points each) using the criteria outlined in the RFP. Once the final MWBE and IEI forms were

received from respondents, the total scores out of 100 possible points were tabulated, and are as follows:

**Table 3: Final Overall Evaluation Scores**

<b>RESPONDENT</b>	<b>MAQ SCORE (30 max)</b>	<b>COST SCORE (25 max)</b>	<b>BUY INDIANA (10 max)</b>	<b>IEI (15 max)</b>	<b>MBE (10 max)</b>	<b>WBE (10 max)</b>	<b>TOTAL SCORE (100 max)</b>
Mideo Systems	28.99	5.00	0.00	0.00	0.00	0.00	33.99

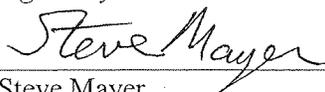
**Award Summary**

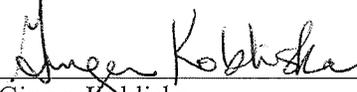
Based on the information reviewed the evaluation team feels Mideo Systems provided a high quality solution meeting the needs of the Indiana State Police Laboratory as specified in RFP 11-49.

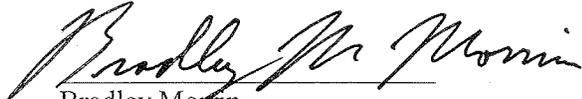
During the course of evaluation, the state scrutinized the proposal to determine the viability of the proposed business solutions to meet the goals of the program and to meet the needs of the state. The team evaluated the proposal based on the stipulated criteria outlined in the RFP document.

This agreement will be for a period of one (1) year. At the discretion of the state, there may be three (3) one (1) year renewals.

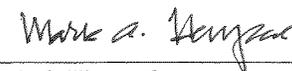
Signed By:

  
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Steve Mayer

  
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Ginger Kobliska

  
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Bradley Morrin

RFP 11-49 Evaluation Team

  
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Mark Hempel,  
Indiana Department of Administration