



Michael R. Pence, Governor

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

Award Recommendation Letter

Date: October 15, 2014
To: Debra Walker, Deputy Commissioner
Indiana Department of Administration
From: John E. Helmer IV, IT Strategic Sourcing Analyst
Indiana Department of Administration
Subject: Selection Recommendation for Proposal 14-125 Year-Round Identity Services

Estimated Two Year Contract: \$7,938,662.00

Based on the evaluation of responses to Request for Proposal ("RFP")-14-125, it is the evaluation team's recommendation that LexisNexis Risk Solutions FL Inc. be selected to begin contract negotiations to provide year-round identity confirmation services for the Indiana Department of Revenue ("DOR").

LexisNexis Risk Solutions FL Inc. is committed to subcontracting 8% of the total contract value to Certified Fraud & Forensic Investigations (CFFI) (a certified Woman-Owned Business).

Terms of this recommendation are included in this letter.

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

- LexisNexis Risk Solutions FL Inc.

According to the following criterions, which were published in Section 3, Proposal Evaluation, of the RFP, the proposal was evaluated by the Indiana Department of Administration ("IDOA") and scored by the evaluation team:

- Adherence to Requirements (Pass/Fail)
- Management Assessment/Quality (40 points)
- Price (+/- 20 points) (5 bonus points if certain criteria are met)
- Indiana Economic Impact (5 points)
- Buy Indiana/Indiana Company (10 points)
- Minority Business Participation (10 points plus 1 bonus point if certain criteria are met)
- Women Business Participation (10 points plus 1 bonus point if certain criteria are met)
- Indiana Veteran Business Participation (5 points plus 1 bonus point if certain criteria are met)

The proposal was evaluated according to the published 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 met these requirements and was then evaluated based on the business proposal, technical proposal, and cost proposal.

B. Management Assessment/Quality (“MAQ”)

Business Proposal

For the business proposal evaluation, IDOA assessed and the evaluation team scored the respondent’s ability to serve the State regarding the respondent’s information and financial stability, references, proposed subcontractors and team structure.

Technical Proposal

For the technical proposal evaluation, the team considered the respondent’s ability to serve the State regarding the respondent’s functional requirements, technical requirements and security requirements.

The evaluation team’s scores were based on a review of the respondent’s proposed approach to each section of the technical proposal and subsequent clarifications.

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

Table 1: Initial MAQ Score

Respondent	MAQ Score (40 Max)
LexisNexis Risk Solutions FL Inc.	26.50

C. Cost Proposal

Price was measured against the State’s baseline cost for this scope of work. The respondent was measured only against the baseline for the total cost proposed in the respective cost proposal. Cost scoring points were assigned as follows:

- Respondents who met the State’s current baseline cost will receive zero (0) cost points.
- Respondents who proposed a decrease to the State’s current costs received positive points at the same rate as bid increasing cost.
- Respondents who proposed an increase to the State’s current cost received negative points at the same rate as bid lowering cost.
- Respondents who proposed a 10% decrease to the State’s current baseline cost received all of the available cost points.
- If multiple respondents decreased costs below 10% of the current baseline, an additional five (5) points was added to the respondent proposing the lowest cost to the State.

The cost scoring is as follows:

Table 2: Initial Cost Score

Respondent	Cost Score (20 Max)
LexisNexis Risk Solutions FL Inc.	20.00

D. Initial Round Total Scores

The Cost Score was then combined with the Management Assessment and Quality Score to generate the total score for this step of the evaluation process as described in the RFP. The combined scores out of a maximum possible 60 points are tabulated in Table 3 below.

Table 3: Initial MAQ + Cost Score

Respondent	MAQ Score (40 Max)	Cost Score (20 Max)	Total Score (60 max)
LexisNexis Risk Solutions FL Inc.	26.50	20.00	46.50

The respondent was deemed viable and advanced to Oral Presentations.

E. Oral Presentations

The Respondent was instructed to address specific topics, display their proposed solution and answer questions based on a uniform agenda. The Respondent was encouraged to send representatives who would participate on the project team as well as any key subcontractors.

Results of the management assessment/quality evaluation (as updated) are shown below:

Table 4: Oral Presentation MAQ + Initial Cost Score

Respondent	MAQ Score (40 Max)	Cost Score (20 Max)	Total Score (60 max)
LexisNexis Risk Solutions FL Inc.	29.57	20.00	49.57

The candidate was deemed viable for contract award and moved forward to the final evaluation step. Prior to further evaluation, IDOA dispatched a request for the Best and Final Offer (“BAFO”). The updated scoring is reflected in Table 5 below.

F. IDOA Scoring

IDOA scored the respondent in the following areas using criteria published in the RFP: Buy Indiana (10 points); Indiana Economic Impact (5 points); Minority and Women Business Participation (10 points each); and Indiana Veteran’s Business Participation (5 points). When necessary, IDOA clarified certain Buy Indiana, Indiana Economic Impact, Minority and Women Business Participation and Indiana Veteran’s Business Participation information with the respondents.

Table 5: Final Overall Evaluation Scores

Respondent	MAQ Score (40 Max)	Cost Score (20 max + 5 bonus)	Buy Indiana (10 max)	Indiana Economic Impact (5 max)	MBE (10 max + 1 bonus)	WBE (10 max + 1 bonus)	IVBE (5 max + 1 bonus)	Total Score (100 max + 8 bonus)
LexisNexis Risk Solutions FL Inc.	29.57	20.00	0.00	5.00	-1.00	10.00	1.00	62.57

Award Summary

During the course of evaluation, the State scrutinized the proposals 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 proposals based on the stipulated criteria outlined in the RFP.

The term of the contract shall be for a period of two (2) years from the date of contract execution. There may be two (2) one-year renewals for a total of four (4) years at the State's option.

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