



### Award Recommendation Letter

Date: January 11, 2021

To: Mark Hempel, Director of Account Management  
Indiana Department of Administration

From: Teresa Deaton-Reese, Senior Account Manager  
Indiana Department of Administration

Subject: Recommendation of Selection for RFP 21-1978; Emergency Lighting and Communication Equipment Installation for the Indiana State Police (ISP)

Based on its evaluation of responses to RFP 21-1978, it is the evaluation team's recommendation that Blunk Safety Systems Inc. be selected to begin contract negotiations to provide Emergency Lighting and Communication Equipment Installation for ISP.

The terms of this recommendation are included in this letter.

Estimated one (1) year contract value: \$82,500.00

The evaluation team received one (1) proposal from:  
1. Blunk Safety Systems, Inc.

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

Criteria	Points
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**

The proposal was reviewed for responsiveness and adherence to mandatory requirements. Respondent was deemed responsive and adhered to the mandatory requirements and was moved forward for evaluation.

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

The Respondents’ proposal was each evaluated based on their respective Business Proposal and Technical Proposal.

**Business Proposal (5 points)**

For the Business Proposal evaluation, the evaluation team considered the information the Respondent provided in the Business Proposal. These areas were reviewed to assess the Respondent’s ability to serve the State:

- Company Information
- References
- Respondents Company Structure
- Company Financial Information
- Integrity of Company Structure and Financial Reporting
- Contract Terms
- References
- Experience Serving State Government
- Experience Serving Similar Clients

**Technical Proposal (40 points)**

For the Technical Proposal evaluation, the evaluation team considered the Respondent’s proposal in following areas:

- Adherence to Rules, Regulations and Standards
- Transportation
- Quality Control
- Security Measurers
- Warranty

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

Respondent	MAQ Score 45 pts.
Blunk Safety Systems, Inc.	41.00

**C. Cost Proposal (35)**

Cost scores were 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:

- *Respondent’s Cost Score = (Lowest Cost Proposal / Total Cost of Proposal) X 35*

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

**Table 2: Cost Scores – Round 1**

Respondent	Cost Score 35 pts.
Blunk Safety Systems, Inc.	35.00

#### D. First Round Total Scores

The combined Round 1 MAQ and Cost scores from the initial evaluations are listed below.

**Table 3: Round 1 – Total Scores**

<b>Respondent</b>	<b>Total Score 80 pts.</b>
Blunk Safety Systems, Inc.	76.00

The evaluation team elected to issue a Best and Final Offer (BAFO) request.

#### E. Post BAFO Responses

The Respondent's cost score did not change based on the BAFO.

#### F. IDOA Scoring

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

**Table 4: Final 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>
Blunk Safety Systems, Inc.	41.00	35.00	5.00	-1.00	-1.00	-1.00	78.00

#### Award Summary

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

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.