



STATE OF INDIANA

RFP 22-69833

Best and Final Offer (BAFO)

INDIANA DEPARTMENT OF ADMINISTRATION

On Behalf Of

Indiana Professional Licensing Agency

Solicitation For:

The Indiana State Nurses Assistance Program

BAFO Response Due Date:

June 7, 2022 at 3:00 PM ET

Stephanie Nelson, Senior Account Manager
Indiana Department of Administration
Procurement Division
402 W. Washington St., Room W468
Indianapolis, Indiana 46204

Best and Final Offer (BAFO)

The State is giving an opportunity for Respondents to improve their pricing proposal. The Respondents' BAFO pricing will be used in calculating their final cost scores according to the evaluation criteria and formula set forth in RFP 22-69833. You are encouraged to take this opportunity to improve your proposal for the State of Indiana.

Respondents are required to use the Cost Proposal Template (Attachment D) to submit their BAFOs. A Respondent's BAFO must include all costs for the original proposal, and pricing reductions should be based on reduced costs, not reduced services.

If the Respondent is providing a BAFO, they must also submit an updated Minority and Women Business Enterprise Subcontractor Commitment Form (Attachment A), updated Indiana Veteran Owned Small Business Subcontractor Commitment Form (Attachment A1), updated commitment letters that align with the BAFO pricing, and must also update the total bid amount on the Indiana Economic Impact Form (Attachment C).

Additionally, please see below for a few discrepancies found in the original proposal submission. The items listed below will need to be addressed/corrected upon submission of your BAFO response.

- Subcontractor Commitment Certification Letters
 - PrintWorks, Inc. – Missing WBE Certification Letter provided by IDOA. The prime contractor must include the subcontractor's WBE Certification Letter provided by IDOA to show current status of certification.
 - Thomas & Reed, LLC – Missing MBE Certification Letter provided by IDOA. The prime contractor must include the subcontractor's MBE Certification Letter provided by IDOA to show current status of certification.
 - Quest 4 Electronics – Missing IVOSB Certification Letter. The prime contractor must include the subcontractor's veteran business Certification Letter provided by either IDOA or Federal Govt. [VETBIZ](#) to show current status of certification.
- Indiana Veteran Owned Small Business Subcontractor Commitment Form (Attachment A1)
 - The Total Bid Amount appears to be incorrect. The Total Bid Amount should match the Two Year Total Bid Amount in the Cost Proposal (Fees Charged to State tab, cell C12).

BAFO responses should be submitted via email to Stephanie Nelson at stenelson@idoa.in.gov no later than the due date listed on page 1.

Please Note: *The State will not accept responses that are higher than the Respondent's prior offer. Any attempt to manipulate the format of the files, attach caveats to pricing, or submit pricing that deviates from the current format will put your bid at risk.*