



STATE OF INDIANA

Eric Holcomb, Governor

Department of Administration  
Procurement Division

Indiana Government Center South  
402 W. Washington Street, Room W462  
Indianapolis, Indiana 46204

**Award Recommendation Letter**

Date: January 4, 2024

To: L. Erin Kellam, Deputy Commissioner  
Indiana Department of Administration

From: Teresa Deaton-Reese, CPPB, CPPO, Procurement Consultant  
Indiana Department of Administration

Subject: Recommendation of Selection for RFP 24-76732; Satellite Services for Region 1 of  
Indiana Department of Correction (DOC)

Based on the evaluation of responses to RFP 24-76732, it is the evaluation team's recommendation that **Friendship Cable of Texas Inc.** be selected to begin contract negotiations to provide the Satellite Services for IDOC.

The terms of this recommendation are included in this letter.

Estimated four (4) Year Contract Value: \$981,825.85

The evaluation team received one (1) RFP response:

- Friendship Cable of Texas Inc.

The proposal was evaluated by IDOC and the Indiana Department of Administration (IDOA) according to the following 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**

Each proposal was reviewed for responsiveness and adherence to mandatory requirements. All Respondents adhered to the mandatory requirements and were moved to the next step in the evaluation process.

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

The Respondents proposals were evaluated based on their respective Business Proposal and Technical Proposal.

**Business Proposal (5 points)**

For the Business Proposal evaluation, the evaluation team considered the Respondents organizational structure and financial stability as defined in Section 2.3 of the RFP. The evaluation teams scores were based on a review of the Respondents Business Proposal, Attachment E.

**Technical Proposal (40 points)**

For the Technical Proposal evaluation, the evaluation team considered the Respondents ability to effectively perform the scope of work in Section 2.4 of the RFP. The evaluation teams scores were based on a review of the Respondents Technical Proposal, Attachment F.

The evaluation teams scoring was based on a review of the Respondents proposed approach to each section of the Business Proposal and Technical Proposal. The initial results of the Management Assessment/Quality Evaluation are shown below:

**Table 1 – MAQ**

<b>Respondent Name</b>	<b>MAQ Score</b>
Friendship Cable of Texas Inc.	40.25

**C. Cost Proposal (35)**

Cost score would 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:

- *Respondents Cost Score = (Lowest Cost Proposal / Total Cost of Proposal) X 35*

The cost scoring as a result of the Respondent cost proposal is as follows:

**Table 2 – Cost**

<b>Respondent Name</b>	<b>Cost Score</b>
Friendship Cable of Texas Inc.	35.00

**D. Initial Total Scores**

The initial Management Assessment and Quality (MAQ) Score in Table 1 were combined with the initial Cost Score in Table 2 to generate the combined initial scores in Table 3. The combined initial MAQ and Cost Scores from the initial evaluations are listed below:

**Table 3 – Total Scores**

<b>Respondent</b>	<b>Total Score 80 pts.</b>
Friendship Cable of Texas Inc.	75.25

Respondent elected not to change their pricing.

#### **E. IDOA Final Scoring**

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

**Table 5: Final Overall 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>
Friendship Cable of Texas Inc.	40.25	35.00	0.00	-1.00	-1.00	-1.00	72.25

#### **Award Summary**

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

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