

## Evaluation Report

Procurement Number	RFx 3120002590/3150004791
RFP Name	RFP for Workers' Compensation Third Party Administration (WC TPA) Services
RFP Release Date	November 28, 2022
Proposal Due Date and Time	January 6, 2023, 3:00 PM CST
Contract Effective Date	July 1, 2023
Evaluation Report Posting Date	February 3, 2023

On behalf of the Board of Trustees for the Mississippi State Agencies Self-Insured Workers' Compensation Trust, the Mississippi Department of Finance and Administration's Office of Insurance (MDFA OI) conducted a Request for Proposal (RFP) solicitation to secure a vendor to provide workers' compensation third party administration services. The unabridged RFP as amended, including terms, conditions, scope of services and other matters anticipated to be incorporated into the resulting contract, may be accessed at <https://www.dfa.ms.gov/bids-and-rfps-notice>.

With the goal of awarding a four-year contract to include a one-year optional renewal, MDFA OI adhered to the applicable provisions of the *Public Procurement Review Board, Office of Personal Service Contract Review Rules and Regulations*, as well as agency guidelines, to evaluate the two proposals received to ensure they received a comprehensive, fair, and impartial evaluation. An internal evaluation committee utilized consensus scoring to evaluate the proposal using a three-step process consisting of Compliance, Analysis, and Finalist phases. A detailed description of the evaluation process is provided in Section 9.12 of the RFP document. Evaluation factors and their respective weighting included Cost at 35%, Technical at 35%, Management at 25%, and Finalist Presentations at 5%.

As a result of the evaluation process described herein, the proposals are ranked by vendor in order of final score, highest to lowest, as follows:

1. Cannon Cochran Management Services, Inc. (CCMSI)
2. AmFed Companies, LLC

Attached is the Summary Evaluation Score Sheet. The evaluation committee was comprised of the following individuals based on their knowledge and expertise related to the services being solicited: Cindy Bradshaw, State Insurance Administrator; Chris Shaman, Deputy Director of Programs and Benefits; George Roberson, Director of Risk/State Floodplain Manager; Alicia Coleman, MDFA OI Procurement and Contracts Director; and Christina Young, MDFA OI Compliance & Audit Manager.

Based on the evaluation results, the Board of Trustees for the Mississippi State Agencies Self-Insured Workers' Compensation Trust voted to approve entering contract negotiations with CCMSI to provide workers' compensation third party administration services. Subject to successful negotiations and final approval by the Public Procurement Review Board, a four-year plus one optional one-year renewal contract is expected to be executed with CCMSI, with services to commence effective July 1, 2023, at a contract value estimated not to exceed approximately \$6,600,000.00 for the initial four-year term.

