

Notice of Intent to Award

Procurement Number	3120002545
Procurement Name	Request for Proposals for Statewide Cost Allocation Plan Consulting Services
Procurement Release Date	October 13, 2022
Response Due Date and Time	December 14, 2022 by 2:00 PM CST
Contract Effective Date	March 8, 2023
Evaluation Report Posting Date	January 17, 2023

The Mississippi Department of Finance and Administration's (DFA) Office of Procurement and Contracts issued a Request for Proposals (RFP) to secure a vendor to provide Statewide Cost Allocation Plan (SWCAP) Consulting Services. These services are to be provided for the Office of Financial Affairs within DFA. The Contractor will provide services which include, but are not limited to, compiling the State of Mississippi's SWCAP submission for fiscal years 2018 – 2027 ensuring compliance with all cost principles and administrative requirements designated by the Cost Allocation Services (CAS) division of the United State Department of Health and Human Services (HHS). Additionally, the Offeror will provide assistance and feedback to the Office of Financial Affairs regarding the statistical data provided for compilation. The Offeror shall also provide guidance and support on responses to HHS-CAS during SWCAP negotiation, acceptance and subsequent audits. The awarded contract term will be four (4) years with one (1) optional renewal year.

The RFP required the winning vendor have experience in developing and submitting at least two (2) SWCAP plans for at least one (1) state government within the last five (5) years. Additionally, the winning vendor shall have experience specifically analyzing and evaluating billing/cost recovery of new enterprise solutions for both entity guidance and inclusion in SWCAP plans which comply with HHS guidelines.

In response to the RFP, the following two (2) vendors submitted proposals:

1. MGT of America Consulting LLC
2. Maximus Consulting Services, Inc.

The evaluation process included the Compliance Phase (pass/fail), the Technical Analysis Phase (25%), the Management Analysis Phase (40%), the Price Evaluation Phase (35%) and the Finalist Phase. The Evaluation Team for this procurement included the following members: Marcus Moore, Director – Office of Financial Affairs; Mary Williams, Assistant Director - Office of Financial Affairs; and Lisa Dunn, Director – Office of Fiscal Management. The scores from the Technical Analysis Phase and the Management Phase were combined for one score and only the top scoring proposal and any proposal within ten (10) points of the top score would advance to the Price Analysis Phase. The top scoring vendor was Maximus Consulting Services, Inc. The proposal submitted by MGT of America Consulting LLC did not score within (10) points of the highest score so the pricing/fee schedule was not opened. Notice was sent to MGT of America Consulting LLC on January 12, 2023.

The final scores (listed in order of final score):

1. Maximus Consulting Services, Inc.

Based on the aforementioned evaluation and resulting scores, the DFA Office of Procurement and Contracts intends to award the contract to Maximus Consulting Services, Inc. Subject to final approval by the Public Procurement Review Board (PPRB), if applicable. The contract effective date will be March 8, 2023 at a contract value of \$275,000.00, based on the submitted flat rate, for the initial four-year term.