

## Evaluation Report

Procurement Number	RFx 3120002650/3150005140
RFP Name	RFP for Tort Third Party Administration Services
RFP Release Date	May 4, 2023
Proposal Due Date and Time	June 6, 2023, 2:00 PM CST
Contract Effective Date	October 1, 2023
Evaluation Report Posting Date	July 19, 2023

On behalf of the Mississippi Tort Claims Board, 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 tort 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-notices> .

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 36%, Technical at 34%, Management at 25%, and Finalist Presentations at 5%.

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

1. Cannon Cochran Management Services, Inc. (CCMSI)

Crawford & Company was determined non-responsive and/or non-responsible and notified separately of the reason(s) therefor.

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: Chris Shaman, State Insurance Administrator; George Roberson, Director of Risk/State Floodplain Manager; Cindy Bradshaw, DOM-Executive Deputy Director of Eligibility; and Alicia Coleman, MDFA OI Procurement and Contracts Director.

Based on the evaluation results, the Board voted to approve entering contract negotiations with CCMSI to provide tort 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 October 1, 2023, at a contract value estimated not to exceed approximately \$1,422,536.00 for the initial four-year term.

**2023 Tort Claims TPA Services Request for Proposal (RFP) - Scoring Grids - Summary Total Sheet**

BEFORE BEST AND FINAL

					<b>CCMSI</b>	<b>Crawford &amp; Co.</b>
<b>Compliance Categories:</b>				<b>Pass/Fail</b>		
1			Deemed Responsive/Responsible Per Compliance Evaluation	✓ ☒	✓	☒
<b>Analysis Categories:</b>				<b>Weights</b>		
1	36		Cost	36%	36.00	
2	34		Technical	34%	26.91	
3	25		Management	25%	24.62	
	95					
<b>Analysis Sub-total</b>				<b>95%</b>	<b>87.53</b>	
<b>Finalists Categories:</b>						
<i>Finalist Phase may include any or all of the following:</i>						
			<u>Record of Past Performance of Similar Work (Experience and Qualifications)</u> : Scored on a Pass/Fail basis.	✓ ☒		
	5		<u>Finalist Presentation</u> : +5 points	5%		
			<u>Best and Final Offer</u> - Factored into the Price category			
<b>Final Total</b>					<b>87.53</b>	