

AWARD RECOMMENDATION

Notice of Intent to Award Number: 22000000789

The Department of Technology, Management & Budget’s Central Procurement Services office has completed the evaluation of RFP 220000002433 and has recommended an award to STAT Courier, in the amount of \$2,229,720.00, pending State Administrative Board approval, if applicable. More information on the State Administrative Board can be found at: [State Administrative Board](#).

Bidders who were not recommended for the award are encouraged to schedule a debriefing session with the Solicitation Manager. The debriefing session will provide the bidder with the State’s rationale on why the bidder was not recommended for the award. The Solicitation Manager may be contacted as follows:

Jillian Yeates, Solicitation Manager.

yeatesj@michigan.gov

517-275-1131

Background Information:

This Request for Proposal (RFP) was to solicit responses for selection of a Contractor to provide Scheduled and Emergency Courier Services for Human Clinical Specimen Transport for the Department of Health and Human Services (MDHHS). The term of this contract is three (3) years, with up to three (3), one (1) year renewal options.

Bidders:

The RFP was posted on SIGMA VSS on June 7, 2022, for a period of four weeks. The following bidders submitted proposals by the published due date of July 7, 2022.

Bidder	Address, City, State, Zip Code	SDVOB*
STAT Courier Service, Inc.	16 Hawk Ridge Circle Lake St. Louis, MO 63367	N

*SDVOB: Service-Disabled Veteran Owned Business

EVALUATION SYNOPSIS

I. Evaluation Process

A Responsible Vendor is a vendor that demonstrates it has the ability to successfully perform the duties identified by the solicitation. A Responsive proposal is one that is submitted in accordance with the solicitation instructions and meets all mandatory requirements identified in the solicitation.

Proposal Instructions: Evaluation Process

EVALUATION PROCESS. The State will evaluate each proposal based on the following factors:

	Technical Evaluation Criteria	Weight
1.	Requirements – Schedule A, Statement of Work, Section 1	50
2.	Staffing – Schedule A, Statement of Work, Section 4	10
3.	Contract Activities – Schedule A, Statement of Work, except for Sections 1 and 4	10
4.	Vendor Questions Worksheet	30
	Total	100

Proposals receiving 80 or more technical evaluation points will have pricing evaluated and considered for award.

The full evaluation process is stated in the RFP Proposal Instructions.

II. Evaluation Method

Responses to this solicitation were reviewed by a Joint Evaluation Committee (JEC), which consisted of the following individuals:

Voting	Advisory
Jillian Yeates, Solicitation Manager DTMB/Central Procurement Services	Jennifer Campbell, Accounting Technician DHHS/BOL
Matthew Bashore, Data and Specimen Handling – Specimen Receiving Unit Manager DHHS/BOL	Shawn Moloney, Newborn Screening Section Manager DHHS/BOL
Lacey VanLoenen, Newborn Screening Operations Coordinator DHHS/Lifecourse Epidemiology and Genomics, Newborn Screening Unit	Diana Riner, Virology Section Manager DHHS/BOL
Marty Soehnlen, Infectious Diseases Division Director DHHS/BOL	Kimberly McCullor, Microbiology Section Manager DHHS/BOL

Voting	Advisory
Matt Geiger, Analytical Chemistry Division Director DHHS/BOL	Mary Bonifas, Quality Assurance Section Manager DHHS/BOL

III. Evaluation Results

A. STAT Courier Services, Inc.

The Evaluation Team determined that STAT based on a score of 99, did meet the requirements of this RFP This determination was accomplished by evaluating their responses to the Technical Evaluation Criteria.

1. Requirements – Schedule A, Statement of Work, Section 1 (49/50)
 The Evaluation Team determined that overall, the responses were mostly satisfactory, but the following deficiency was noted:
 - a) The Bidder did not the details required in their response for how they will comply with transitioning out of the Contract as requested in this Section of the RFP.
2. Staffing – Schedule A, Statement of Work, Section 4 (10/10)
 The Evaluation Team determined that STAT met all requirements in this Section with no exceptions.
3. Contract Activities – Schedule A, Statement of Work, except for Sections 1 and 4 (9/10)
 The Evaluation Team determined that STAT met all requirements in this Section with no exceptions.
4. Vendor Questions Worksheet (30/30)
 The Evaluation Team determined that STAT met all requirements in this Section with no exceptions.

Total Score:99/100

IV. Technical Evaluation Summary

	Technical Evaluation Criteria	Weight	STAT Courier
1	Requirements - Schedule A, Statement of Work, Section 1	50	49
2	Staffing - Schedule A, Statement of Work, Section 4	10	10
3	Contract Activities - Schedule A, Statement of Work, except for Sections 1 and 4	10	10
4	Vendor Questions Worksheet	30	30
	Total	100	99

V. Pricing Summary

Pricing was evaluated for the bidder who passed technical. The following is a summary of the Bidder’s price proposal:

	Service Description	Price Per Stop	Estimated Yearly Frequency of Stops	Estimated Yearly Cost	Total Contract Cost
1	Regularly Scheduled Pick-ups	\$26.75	22,880	\$612,040.00	\$1,836,120.00
2	Regular Scheduled Pick-ups Sunday	\$33.00	3,900	\$128,700.00	\$386,100.00
3	“Will-Call” Pick-ups Sunday – Friday	\$100.00	10	\$1,000.00	\$3,000.00
4	Saturday Emergency Pick-ups	\$150.00	10	\$1,500.00	\$4,500.00
	Total Price			\$743,240.00	\$2,229,720.00

VI. Negotiations

Clarifications and Second Round Pricing was conducted with the Bidder who passed technical.

VII. Award Recommendation

Award recommendation is made to the responsive and responsible Bidder who offers the best value to the State of Michigan. Best value is based on the proposal meeting the minimum point threshold and offering the best combination of the factors stated in the *Proposal Instructions Evaluation Process* section, and price.

STAT Courier Services, Inc. provided the best value to the State. Best value factors for Award Recommendation, in addition to passing technical and overall price, include proposed Quality Improvement team monitors and Key Performance Indicators to proactively see any trends.

As part of the best value determination, overall economic impact to the State of Michigan was considered and is not a determinative factor in making this award.

Award Recommendation is made to STAT Courier Services, Inc. in the amount of \$2,229,720.00.