

AWARD RECOMMENDATION

Notice of Intent to Award Number: 240000000099

The Department of Technology, Management, and Budget Central Procurement Office has completed the evaluation of RFP 230000002890 for Respite Foster Care Program services and has recommended an award to Good Will Farm Association, Inc. for Region 1a in the amount of \$125,685.79, and Ennis Center for Children for Regions 2a and 2b in the amount of \$5,694,763.09, 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:

Katie McFarland, Solicitation Manager.

McFarlandK1@michigan.gov

Background Information:

This Request for Proposal (RFP) was to solicit responses for selection of a Contractor to provide Respite Foster Care Program services. The term of this contract is two years and 9 months, with up to four renewal options.

Bidders:

The RFP was posted on SIGMA VSS on September 5th, 2023, for eight weeks. The following bidders submitted proposals by the published due date of October 31, 2023.

Bidder	Address, City, State, Zip Code	SDVOB*	GDBE**
Good Will Farm Association, Inc.	57 Huron Street, P.O. BOX 428 Houghton, MI 49931-0428	N/A	Yes
Ennis Center for Children	129 E. Third St., Flint, MI 48502	N/A	Yes
Foster Adoptive Family Resource & Support Center	415 S. 28 th St. Battle Creek, MI 49015	N/A	No

*SDVOB: Service-Disabled Veteran Owned Business

**GDBE: Geographically Disadvantaged Business Enterprise

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: Mandatory Minimum Requirements

1) Bidder must be a licensed Child Placing Agency.

or

2) Bidder must be in the process of becoming a Child Placing Agency and receive their license within three months of contract award.

Only proposals meeting the mandatory minimum requirements will be considered for evaluation.

Proposal Instructions: Evaluation Process

If all mandatory minimum requirements are met, the State will evaluate each proposal based on the following factors:

	Technical Evaluation Criteria	Weight
1.	Schedule A, Statement of Work, Sections 1, 2	50
2.	Schedule A, Statement of Work, Sections 3, 4	20
3.	Schedule A, Statement of Work, Sections 5, 6	15
4.	Vendor Questions Worksheet	15
	Total	100

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

II. Evaluation Method

III. Responses to this solicitation were reviewed by a Joint Evaluation Committee, which consisted of the following individuals:

Name	Voting or Advisory Member
Jessica Sweet, Caregiver Recruitment, Support and Development Manager Michigan Department of Health and Human Services	Voting
Kathonya Rice, State Administrative Manager Michigan Department of Health and Human Services	Voting
Sasha Wildfong, Fiscal, Audit and HR Manager Michigan Department of Health and Human Services	Voting
Katie McFarland, Category Specialist, Commodities Department of Technology, Management, and Budget – Central Procurement Services	Voting
Soleil Campbell State Administrative Manager Michigan Department of Health and Human Services	Advisory

Name	Voting or Advisory Member
Matt Deaton, Department Analyst Michigan Department of Health and Human Services	Advisory
Renee Gonzales, State Division Administrator Michigan Department of Health and Human Services	Advisory
Joanne Metcalfe, Contract Community Placement Coordinator Recruitment and Retention Michigan Department of Health and Human Services	Advisory
Tammy Sattelberg, Departmental Analyst-SED Waiver Michigan Department of Health and Human Services	Advisory
Phil Kurdunowicz, Division Director of Access Standard, Service Array & Policy Division Michigan Department of Health and Human Services	Advisory
Lara Bouse, President and Executive Director Fostering Forward Michigan	Advisory

IV. Evaluation Results

A. Foster Adoptive Family Resource & Support Center

The Bidder failed to meet the mandatory minimum requirement as they are not a licensed Child Placing Agency (CPA) and had not applied to become a CPA as of the submission of their bid response. Since the mandatory minimum requirement was not met, the bid response did not proceed to the technical evaluation.

B. Good Will Farm Association, Inc.

The Evaluation Team determined that Good Will Farm Association, Inc. based on a score of 100, met the requirements of this RFP This determination was accomplished by evaluating their responses to the Technical Evaluation Criteria.

1. Vendor Questions Worksheet (15 Points)
The Evaluation Team determined the responses were satisfactory and no deficiencies were noted.
2. Schedule A, Statement of Work, Sections 1 and 2 (50 Points)
The Evaluation Team determined the responses were satisfactory and no deficiencies were noted.
3. Schedule A, Statement of Work, Sections 3 and 4 (20 Points)
The Evaluation Team determined the responses were satisfactory and no deficiencies were noted.
4. Schedule A, Statement of Work, Sections 5 and 6 (15 Points)
The Evaluation Team determined the responses were satisfactory and no deficiencies were noted.

Total Score: 100/100

C. Ennis Center for Children

The Evaluation Team determined that Ennis Center for Children based on a score of 100, met the requirements of this RFP This determination was accomplished by evaluating their responses to the Technical Evaluation Criteria.

1. Vendor Questions Worksheet (15 Points)
 The Evaluation Team determined the responses were satisfactory and no deficiencies were noted.
2. Schedule A, Statement of Work, Sections 1 and 2 (50 Points)
 The Evaluation Team determined the responses were satisfactory and no deficiencies were noted.
3. Schedule A, Statement of Work, Sections 3 and 4 (20 Points)
 The Evaluation Team determined the responses were satisfactory and no deficiencies were noted.
4. Schedule A, Statement of Work, Sections 5 and 6 (15 Points)
 The Evaluation Team determined the responses were satisfactory and no deficiencies were noted.

Total Score: 100/100

V. Technical Evaluation Summary

	Selection Criteria	Good Will Farm Association, Inc.	Ennis Center for Children
1	Vendor Questions Worksheet	15	15
2	Schedule A, Statement of Work, Sections 1, 2	50	50
3	Schedule A, Statement of Work, Sections 3, 4	20	20
4	Schedule A, Statement of Work, Sections 5-6	15	15
	Total	100	100

VI. Pricing Summary

Pricing was evaluated for the bidders who passed technical. The following is a summary of their price proposals:

	Good Will Farm Association, Inc.	Region 1a
1	Service 1 of 6 Recruitment of Respite Families	\$45.00
2	Service 2 of 6 Family Support	\$500.00
3	Service 3 of 6 Initial Licensing Certification	\$4,500.00
4	Service 4 of 6 Additional Licensing Services	\$2,250.00
5	Service 5 of 6 Facilitate respite placements into respite foster homes	\$45.00
6	Service 6 of 6 In-home Support	\$45.00
	Total Price	\$125,685.79

	Ennis Center for Children	Region 2a	Region 2b
1	Service 1 of 6 Recruitment of Respite Families	\$75.00	\$75.00
2	Service 2 of 6 Family Support	\$1,000.00	\$1,000.00
3	Service 3 of 6 Initial Licensing Certification	\$6,000.00	\$6,000.00
4	Service 4 of 6 Additional Licensing Services	\$3,000.00	\$3,000.00
5	Service 5 of 6 Facilitate respite placements into respite foster homes	\$75.00	\$75.00
6	Service 6 of 6 In-home Support	\$75.00	\$75.00
	Total Price	\$5,694,763.09	

VII. Clarification

Clarification was requested on how both responsive and responsible Bidders developed their proposed unit rates for Services 2,3, and 4. Responses were received by the due date from both Bidders.

VIII. Award Recommendation

Award recommendation is made to the responsive and responsible Bidders 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.

Good Will Farm Association, Inc. and Ennis Center for Children provided the best value to the State. Best value factors for Award Recommendation include passing the technical evaluation and being a GDBE vendor.

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 Good Will Farm Association for region 1a in the amount of \$125,685.79.

Award Recommendation is made to Ennis Center for Children for regions 2a and 2b in the amount of \$5,694,763.09.