

AWARD RECOMMENDATION

Notice of Intent to Award Number: 230000000681

The Department of Technology, Management, & Budget’s Procurement office has completed the evaluation of Request for Proposal No. 230000001469 - Annual Reports & Audits for Disproportionate Share Hospital Medicaid Program – MDHHS and has recommended an award to Myers and Stauffer LC. in the amount of \$1,313,149.00, 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:

Jordana Sager, Solicitation Manager.
 SagerJ2@michigan.gov
 517-896-1903

Background Information:

This Request for Proposal (RFP) was to solicit responses for selection of a Contractor to provide Annual Reports & Audits for Disproportionate Share Hospital Medicaid Program for MDHHS. The term of this contract is three-years with up to four additional one-year renewal options.

Bidders:

The RFP was posted on SIGMA VSS on March 9, 2023, for 29 days. The following bidders submitted proposals by the published due date of April 6, 2023.

| Bidder | Address, City, State, Zip Code | SDVOB* |
|--|---|--------|
| Berry Dunn McNeil & Parker, LLC | 2211 Congress Street Portland, ME 04102-1955 | No |
| Myers and Stauffer LC | 700 W. 47th Street, Suite 1100 Kansas City, MO 64112 | No |

*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: Mandatory Minimum Requirements

The Bidder must have CPAs on staff.

Proposal Instructions: Evaluation Process

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

| | Technical Evaluation Criteria | Weight |
|----|---|--------|
| 1. | Schedule A, Statement of Work, Sections 1 | 57 |
| 2. | Schedule A, Statement of Work, Sections 2-3 | 18 |
| 3. | Schedule A, Statement of Work, Section 4-8 | 15 |
| 4. | Vendor Questions Worksheet | 10 |
| | 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, which consisted of the following individuals:

| Voting | Advisory |
|---|---|
| Keith White Actuarial Division Director DTMB | Danielle Walsh Contract Analyst MDHHS |
| Paul Abid Financial Specialist, Hospital Special Financing MDHHS | Marissa Gove Category Analyst DTMB |
| Jordana Sager Category Analyst DTMB | |

III. Evaluation Results

A. Berry Dunn McNeil & Parker, LLC

The Evaluation Team determined that Berry Dunn McNeil & Parker, LLC based on a score of 91, did meet the requirements of this RFP. This determination was accomplished by evaluating their responses to the Technical Evaluation Criteria.

1. Schedule A, Statement of Work, Section 1 50/57
 The Evaluation Team determined that overall, the responses were mostly satisfactory, but the following deficiencies were noted:
 - a. 1.4. Mobile Responsiveness, the Bidder did not provide necessary details.
 - b. 1.8. Hosting, the Bidder did not provide Disaster Recovery Plan.
2. Schedule A, Statement of Work, Sections 2-3 18/18
 The Evaluation Team determined that overall, the responses were satisfactory for this section.
3. Schedule A, Statement of Work, Section 4-8 15/15
 The Evaluation Team determined that overall, the responses were satisfactory for this section.
4. Vendor Questions Worksheet 8/10
 The Evaluation Team determined that overall, the responses were mostly satisfactory, but the following deficiencies were noted:
 - a. 6. Standard Contract Terms, the Bidder took exceptions to the Standard Contract Terms.
 - b. 7. Insurance Requirements, the Bidder took exceptions to the Insurance Requirements.

Total Score: 91/100

B. Myers and Stauffer LC

The Evaluation Team determined that Myers and Stauffer LC based on a score of 98, did meet the requirements of this RFP. This determination was accomplished by evaluating their responses to the Technical Evaluation Criteria.

1. Schedule A, Statement of Work, Section 1 55/57
 The Evaluation Team determined that overall, the responses were mostly satisfactory, but the following deficiencies were noted:
 - a. 1.4. Mobile Responsiveness, the Bidder did not provide necessary details.
2. Schedule A, Statement of Work, Sections 2-3 18/18
 The Evaluation Team determined that overall, the responses were satisfactory for this section.
3. Schedule A, Statement of Work, Section 4-8 15/15
 The Evaluation Team determined that overall, the responses were satisfactory for this section.

4. Vendor Questions Worksheet 10/10
 The Evaluation Team determined that overall, the responses were satisfactory for this section.

Total Score: 98/100

IV. Technical Evaluation Summary

| Selection Criteria | | | Berry Dunn McNeil & Parker, LLC | Myers and Stauffer LC |
|--------------------|---|-----|---------------------------------|-----------------------|
| 1 | Schedule A, Statement of Work, Sections 1 | 57 | 50 | 55 |
| 2 | Schedule A, Statement of Work, Sections 2-3 | 18 | 18 | 18 |
| 3 | Schedule A, Statement of Work, Section 4-8 | 15 | 15 | 15 |
| 4 | Vendor Questions Worksheet | 10 | 8 | 10 |
| Total | | 100 | 91 | 98 |

V. Pricing Summary

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

| Deliverable | | Berry Dunn McNeil & Parker, LLC | Myers and Stauffer LC |
|--------------------|--------------------------|---------------------------------|-----------------------|
| 1 | State Fiscal Year - 2021 | \$ 484,800 | \$ 438,197 |
| 2 | State Fiscal Year - 2022 | \$ 508,800 | \$ 455,724 |
| 3 | State Fiscal Year - 2023 | \$ 534,800 | \$ 473,958 |
| Total Price | | \$ 1,528,400 | \$ 1,367.879 |

Second-Round Pricing

| Deliverable | | Berry Dunn McNeil & Parker, LLC | Myers and Stauffer LC |
|-------------|--------------------------|---------------------------------|-----------------------|
| 1 | State Fiscal Year - 2021 | - | \$ 420,665 |
| 2 | State Fiscal Year - 2022 | - | \$ 437,491 |
| 3 | State Fiscal Year - 2023 | - | \$ 454,993 |

| Deliverable | Berry Dunn McNeil & Parker, LLC | Myers and Stauffer LC |
|--------------------|---------------------------------------|--------------------------|
| Total Price | - | \$ 1,313,149 |

VI. Negotiations

The State requested second-round pricing from both bidders. Myers and Stauffer LC offered a price decrease as exhibited in the second table above.

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.

Myers and Stauffer LC provided the best value to the State.

1. Knowledge and scope of past experiences working with states with larger health systems and the State of Michigan.
2. Disaster Recovery Plan exceeded the State’s expectation.
3. Overall pricing.
4. Acceptance of Contract Terms and Insurance Requirements as written.

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 Myers and Stauffer LC in the amount of \$1,313,149.00.