

RFP/RFQ Name: IDD Crisis Training
RFP/RFQ RFx Number: 3140003764
Issue Date: February 16, 2024
Response Due: March 18, 2024, by 9:00 A.M. CST
Opening Date/Time: March 18, 2024, 10:00 A.M. CST
Evaluation Report Posting Date: May 20, 2024
Location: MS Department of Mental Health
239 North Lamar St.
1001 Robert E. Lee Bldg.
Jackson, MS 39201

RFP/RFQ Evaluation Report

The Mississippi Department of Mental Health's (MS DMH) Bureau of Intellectual and Developmental Disability (IDD) Services conducted a Request for Proposal (RFP) solicitation to secure a vendor to provide IDD Crisis Training. The RFP, including terms, conditions, scope of services and other matters anticipated to be incorporated into the resulting contract, may be accessed at <https://www.dmh.ms.gov/news/rfp/>.

With the goal of awarding a three-year contract to include a one-year optional renewal, MS DMH 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 one proposal received to ensure they received a comprehensive, fair, and impartial evaluation. An internal evaluation committee utilized consensus scoring to evaluate the proposal using a two-step process consisting of Compliance and Analysis phases. A detailed description of the evaluation process is provided in Section C of Attachment A included within the RFP document. Evaluation factors and their respective weighing included Management at 40%, Cost at 35%, and Technical at 25%.

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

- 1. The Arc of Mississippi**

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: Craig Kittrell, Deputy Director of MS DMH IDD Services, Dr. Kristin Merritte, Chief Clinical Officer, Bureau of IDD Services, and Jerry Lewis, Division Director for ID/IDD Transition Services and Community Care.

Based on the evaluation results, the MS DMH will enter into contract negotiations with **The Arc of Mississippi** to provide **IDD Crisis Training**. Subject to successful negotiations and final approval by the Public Procurement Review Board, a three-year contract to include a one-year optional renewal, is expected to be executed with **The Arc of Mississippi**, with services to commence effective **July 15, 2024**, at a contract value estimated not to exceed approximately **\$1,356,000.00** for a three-year term with option to renew for one additional year.

Mississippi Department of Mental Health – Procurement Name and RFX Number – Evaluation Summary

					The Arc of Mississippi					
Compliance Categories										
Responsive/Responsible Per RFP					Yes					
Evaluation Categories		Weights	Points	%	Pts					
1	Management Proposal	40%	120	35.3%	106					
2	Cost Proposal	35%	105	35.3%	105					
3	Technical	25%	75	24.3%	73					
Total Score		100%	300	94.9%	284					