



MISSISSIPPI STATE DEPARTMENT OF HEALTH

FORMAL NOTICE OF INTENT TO AWARD

Technical Assistance for Ryan White Part B RFx# 3120002841

March 18, 2024

Procurement Type and Number	Request for Proposals – RFx# 3120002841
Procurement Title	Technical Assistance for Ryan White Part B
Opening Date and Time	March 6, 2024 11:00 AM CT

The following vendor(s) submitted responses to the above referenced solicitation:

- Horne LLP

The submission was found to be responsive and was evaluated according to the criteria stated in the solicitation. We announce our intent to award a contract to the following vendor upon approval by the Public Procurement Review Board.

Vendor	Projected 5 Year Contract Total
Horne LLP	\$19,666,175.05

We would like to thank each vendor for your time and efforts in preparing a response to this solicitation. Additional information may be found in the Evaluation Committee Report attached hereto.

We invite you to contact Jennifer Dotson, Chief Procurement Officer, if you would like to request a post-award vendor debriefing where we can share with you any applicable information about **your response** including significant weaknesses or deficiencies, technical ratings, and overall ranking specific to **your company's response**. This debriefing is a meeting and not a hearing; therefore, legal representation is not required. However, if you prefer to have legal representation present, you must provide notification prior to the scheduled meeting so that we can also have legal representation present. Your request for debriefing must be received within three (3) business days after the issuance of this notice or no later than, **Thursday, March 21, 2024**.

Vendors are reminded that any protests of this decision must be submitted to Jennifer Dotson, Chief Procurement Officer, within seven (7) calendar days after the issuance of this notice or no later than **Monday, March 25, 2024**. The protest must be received in writing by U.S. mail or delivery, identify the name and address of the protestor, provide appropriate identification of the

procurement and resulting contract number (if known), and detail the nature of the protest, including available supporting exhibits, evidence, or documents to substantiate any claims.

The successful vendor is instructed not to begin work, purchase materials, or enter subcontracts relating to the project or services until execution of the contract.

We appreciate your interest in doing business with the State of Mississippi.

Sincerely,

A handwritten signature in blue ink, reading "Jennifer Dotson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jennifer Dotson
Chief Procurement Officer
Mississippi State Department of Health
570 E Woodrow Wilson
Jackson, MS 39216
Phone: (601) 576-7627
Email: Jennifer.Dotson@msdh.ms.gov



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Evaluation Committee Report

Procurement Number	Request for Proposals -- RFx# 3120002841
RFP Name	Technical Assistance for Ryan White Part B
RFP Release Date	February 2, 2024
Proposal Due Date and Time	March 6, 2024; 10:00 AM CT
Contract Effective Date	April 4, 2024, or upon approval of PPRB

The Mississippi State Department of Health (MSDH) solicited proposals to hire a contractor to build the capabilities and capacity of the Ryan White Part B and EHE (Ending the HIV Epidemic) programs. This will include comprehensive technical assistance to the Ryan White Program per the Notice of Award (NOA). These federal funds must be expended in accordance with the United States Office of Management and Budget (OMB) cost principles.

A copy of the RFP can be found on our website at www.msdh.ms.gov or by contacting Jennifer Dotson, Chief Procurement Officer via email at jennifer.dotson@msdh.ms.gov.

MSDH intends to enter into a firm fixed price agreement. The initial period of performance of the contract will be three (3) years, beginning April 4, 2024, through April 3, 2027, upon approval of the Public Procurement Review Board (PPRB). MSDH reserves the right to exercise two (2) optional one (1) year renewals under the same prices, terms, and conditions as in the original contract. The total number of renewal years permitted shall not exceed two. It is anticipated that the total contract value for a five year period will not exceed \$19,666,175.05.

A single proposal was received and opened for evaluation on March 6, 2024. The Proposal package was submitted by:

Vendor	Projected 5 Year Contract Total
Horne LLP	\$19,666,175.05

MSDH 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 proposal received to ensure that it received a comprehensive, fair, and impartial evaluation. The evaluation committee evaluated the proposals as described in the RFP, consisting of the Compliance and Analysis phases. A description of the evaluation process is provided in **Section 4- Proposal Evaluation and Basis for Award**, beginning on page 24 of the RFP. Specifically, the evaluation factors and their weight included: Technical 25%, Cost 35% and Management 40%. Management (40%) is broken into these subfactors: A. Company Background and Experience 25%

and B. Proposed Staff Qualifications 15%. No individual subfactor value was greater than Cost 35%.

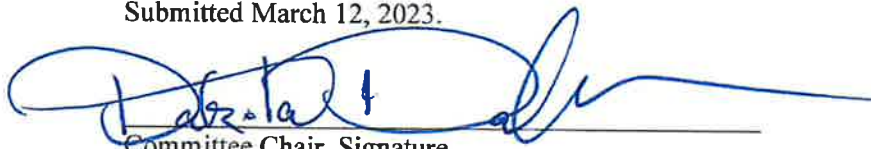
Vendor		Compliance (Pass/Fail)	Technical (25)	Cost (35)	Management (40)	Total (100)	Rank
1	Horne, LLP	P	25	35	40	100	1 of 1

Based on its knowledge and experience related to the services being solicited, the evaluation committee consisted of the following MSDH employees:

Committee Member	Title
Dakota Dale	Director of Operations for the Office of Communicable Diseases
Alisa Williams	Deputy Director, Workforce Development
Valencia Evans	Ryan White Part B/ADAP Director

Based on the evaluation results, the evaluation committee recommends that the agency enter into an agreement with **Horne LLP** for three years, with two (2) optional one (1) year renewals, in accordance with the terms as specified in the RFP and agreed to by the independent contractor. The contract has an estimated total value of \$19,666,175.05 over the five year term.

Submitted March 12, 2023.



Committee Chair Signature

Dakota Dale	Director of Operations, Office of Communicable Diseases
Name	Title