

Evaluation Summary Report

WCA Case Modernization Project RFP# 24-632-PS-00001

Workers' Compensation Administration (WCA)

May 3, 2024

Evaluators

Leigh Martinez, Workers' Compensation Administration, Deputy Director
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Summary of Evaluation Committee Activities

An Evaluation Committee Kick-Off meeting for Request for Proposal (RFP) # 24-632-PS-00001 took place at 10:00am on March 27, 2024. This meeting was held at the New Mexico Workers' Compensation Administration's (WCA) Albuquerque office. All Evaluators were present. Evaluators signed the Code of Conduct and Confidentiality Agreement, and eleven (11) technical binders for proposals were made electronically available for review. Evaluators were provided instructions for the Evaluation Committee Scoresheet. A results meeting was scheduled for April 09, 2024, to discuss the evaluations and review the cost binder.

On April 09, 2024, Evaluators reconvened to complete the evaluation process, again at the WCA's Albuquerque location. Evaluators determined the first step was to review if Appendix E, Letter of Transmittal and Appendix F, Campaign Contribution Form were received by all offerors. The evaluation committee also reviewed Appendix F, Organizational References for all offerors. A minimum of three (3) references were requested with points being deducted if less than three (3) references were received per offeror. Nine (9) offerors were eliminated due to RFP requirements not being met or insufficient audited financial stability requirements provided in their technical proposals.

On April 17, 2024, the Evaluators viewed oral presentations from the remaining two (2) finalists, Tybera and Speridian. An hour was given to each offeror to demonstrate their services. It was agreed by the committee that Speridian's presentation was more thorough and flowed easily, while Tybera had interruptions that made it difficult for committee members to follow the flow of the presentation.

On April 24, 2024, the Evaluators convened once again at WCA Albuquerque office to review the best and final offers and finalize the RFP. Based on RFP scoring requirements, an offeror was selected.

Conclusion

After reviewing and scoring the submitted RFP binders, the oral presentations and the final and best offer from finalists, the evaluation committee was unanimous in their determination that Speridian be awarded contract on RFP # 24-632-PS-00001. Vendor scoresheets are attached detailing the scoring averages for offerors.

Report Prepared by: Veronica Purcell, WCA Chief Procurement Officer