

Information Guide - Performance Information Procurement Systems (PIPS) – Best Value Process

State of Oklahoma Department of Public Safety RFP #5850000473- Modernization-PIPS Project

The process being used for this specific solicitation is The Performance Information Procurement Systems (PIPS) – Best Value Process developed by Arizona State University Performance Based Studies Research Group (PBSRG).

As explained in the Vendor Pre- education meeting and the Pre –bid conference, the Procurement Information Performance System (PIPS) process seeks to identify the expert. The expert is expected to provide the best possible solution based upon their expertise.

Vendors who may not have responded to the Sources Sought Notice and participated in the Vendor Pre-education and the Pre-Bid Conference meeting can visit the PBSRG web site for an overview of The Best Value Business Model Overview @ <http://pbsrg.com/best-value-model/>

The RFP provides the expectations of a proposed solution. Exhibits A, B, C, & D are included in the to provide additional information and any expectations beyond what is stated in Section C of the RFP

Process Overview

1. The initial response/submittal requires all responding bidders to submit, the Project Capability Plan, Risk Assessment, Value Add and Cost Proposal- **ONLY**
2. Responding vendors are not permitted to submit any product, specifications, marketing or sales material with their initial response to the RFP
3. The initial evaluations are conducted blindly
4. All bid responses/ submittals are presented to the evaluators nameless and are alpha coded
5. The evaluators will have no knowledge of the identity of the respondents or their respective companies.
6. The initial evaluation consists of the following documents
 - a) Project Capability Plan
 - b) Risk and Risk Mitigation
 - c) Value Added
7. One vendor will make it to the Clarification Phase/Pre-Award based upon metrics and dominate information, all of which is provided by the responding vendor.

PIPS Process Summary

The Summary below is provided for parties who maybe interested in this project and may not have had the opportunity to participate in the Vendor Pre-education meeting or the Pre-bid Conference. Please note neither of the meetings were mandatory and does not prohibit participation.

The primary distinction between a PIPS project and a traditional request, the vendor defines the scope of work and presents to the client what is in scope and what is out of scope.

The Selection Criteria for this project is as follows:

- Project Capability Submission:
 - Project Capability (PC)
 - Risk Assessment Plan (RA)
 - Value Added (VA)

- Interviews
- Price / Cost

Bidders are required to complete a six page pre-formatted response to the initial RFP. These forms are located in the RFP, the initial evaluation will be conducted based upon the responses to the six page submittal (see Selection Criteria), a dominance check is performed based upon the evaluation scoring, and the information provided, and short listing will likely occur, followed by scheduled interviews with the vendor or vendors that make the list, in some cases short listing may not occur and all responding bidders may be contacted for interviews.

The interviews play a major role in identifying the expert, the persons interviewed will be the bidder's Technical Engineer and Project Manager, who have been identified in the required six page submittal and the personnel for the duration of the project. Following the interviews and the expert has been identified, one vendor will be selected to continue on to the clarification phase. It is in this phase of the process the following takes place

Clarification Phase /Pre-Award Deliverables

Scope of Work (what is "in" and "out")

Executive Summary of project

Detailed project schedule

Detailed cost schedule

Weekly Risk Report

Risk activities

Performance measurements

Risk mitigation plan

Milestone Schedule

The details of the questions regarding Scope will be addressed during the clarification phase of the process. Additional education will be provided to the company/ organization who advances to the Clarification Phase/ Pre Award Phase. The deliverables described above are required for the second phase of the process, which is the Clarification Phase/ Pre-Award.

The final agreed upon Deliverables will be included as a part of the final contract agreement