

MEMORANDUM

TO: Board of Directors, Massachusetts School Building Authority
FROM: James A. MacDonald, First Deputy Treasurer, Chief Executive Officer
John K. McCarthy, Executive Director, Deputy Chief Executive Officer
DATE: December 14, 2022
RE: Recommendation to Execute Master Services Agreements for IT Software Development and Support Consulting Services

On August 15, 2022, the Massachusetts School Building Authority (“MSBA”) issued a Request for Responses (“RFR”) seeking firms interested in providing IT Software Development and Support Consulting Services to the MSBA. The selected firm(s) are expected to work closely with and augment the MSBA IT staff to enhance, maintain and support a suite of legacy applications. The MSBA posted the RFR on the MSBA’s website, the Goods and Services Bulletin, and on COMMBUYS, a web-based market center for the Commonwealth.

The MSBA received thirteen (13) Responses prior to the September 9, 2022 response deadline:

1. 22nd Century Technologies, Inc.
2. Advanced Analytical Systems, Inc.
3. Autocene
4. Cogent Infotech Corporation
5. DatamanUSA, LLC
6. Elegant Enterprise-Wide Solutions, Inc.
7. Entrision, LLC
8. Infojini, Inc.
9. MSys, Inc.
10. RK Consultancy Services, Inc.
11. Rudram Engineering, Inc.
12. SITEK, Inc.
13. Tech Army

After completing the Phase One Review of each Response for responsiveness and completeness, MSBA staff advanced twelve (12) responses for Phase Two Review and evaluation.

In accordance with the MSBA’s procurement policies, a Procurement Management Team (PMT) of three staff members was established to review the Responses. The PMT included Christine Nolan, Matt Donovan and Sharon George. Siobhan Tolman participated to provide guidance to the PMT. The PMT completed Phase Two review. The Phase Two review and score card was based on the evaluation criteria that was also included in the RFR:

- Supplier Diversity Program;
- Invest in Massachusetts;
- Demonstrated Experience and Performance of the Respondent Firm;
- Capacity and Organizational Structure;
- Qualifications and Education; and

- Proposed Overall Approach

On October 11, 2022 the PMT met to discuss the Phase Two evaluations for the Responses and summarize the scoring and preliminary rankings based on the evaluation criteria listed above. After scoring the Responses and further discussion, the PMT decided to request virtual presentations from the top five (5) firms.

1. 22nd Century Technologies, Inc. (Thursday, November 3, 2022)
2. Autocene (Friday, October 21, 2022)
3. DatamanUSA, LLC (Friday, November 4, 2022)
4. Entrision, LLC (Thursday, October 20, 2022)
5. Infojini, Inc. (Monday, October 31, 2022)

Following Respondent virtual presentations, the PMT reconvened to discuss the presentations, scoring and the rankings of the Respondents. The PMT unanimously agreed that two firms would provide the best overall value and best meet the business needs of the MSBA. The PMT recommends entering into a Master Services Agreement with Entrision, LLC to perform the work outlined in the RFR at this time and to enter into a Master Services Agreement with Infojini, Inc. in case the need arises for additional services beyond the work being performed by Entrision, LLC.

Recommendations: Authorize the Executive Director to enter into Master Services Agreements with Entrision, LLC and Infojini, Inc. to provide IT Software Development and Support Consulting Support Services for a term of one year, with three one-year options to renew, at the MSBA's discretion, under the same terms and conditions.

The value of the contracts may each exceed \$250,000 during the term of the proposed agreement. Therefore, pursuant to the MSBA's By-laws, the Board must authorize the Executive Director to enter into agreements that exceed this amount.