

Philip L. Bartlett, II Commissioner

Janet T. Mills Governor

July 3, 2025

Kim Ward Biddle Consulting Group, Inc. 606 Sutter Street Folsom, CA 05630

SUBJECT: Notice of Conditional Contract Award under RFP # 202505070, Emergency Communicator Specialist Applicant Pre-Employment Screening Service

Dear Ms. Ward:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Public Utilities Commission for Emergency Communicator Specialist Applicant Pre-Employment Screening Service. The Commission has evaluated the proposal received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

• Biddle Consulting Group, Inc.

The bidder listed above received the evaluation team's highest ranking. The Commission will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Commission and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Commission is executed. The Commission further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

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Amy Dumeny Administrative Director

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).

RFP #: 202505070 RFP TITLE: PUC -EMERGENCY COMMUNICATOR SPECIALIST APPLICANT PRE-EMPLOYMENT SCREENING SERVICE BIDDER NAME: Biddle Consulting Group DATE: 06/13/2025 EVALUATOR NAME: Ben Haschalk, Wayne Harmon, William Wheeler EVALUATOR DEPARTMENT: DAFS/OIT

Consensus Decision: Not Met. If bidder is selected, we would require SOC2 Type 2 Report when available and information security policies.

If selected, additional discussion may be needed around conditions for accessing/retrieving state-owned data

While we understand the reluctance to divulge sensitive information, there are many ways to impart an organization's compliance without exposing themselves to vulnerability

Data Compliance					
Publicly available	NIST 800- 171	Quality of Response: Strong Adequate Weak			
information		Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak			
		Weak evidence. Artifact cited but not provided (vendor requiring NDA)			
	Maine FOAA	Quality of Response: Strong Adequate Weak			
		Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak			
		No evidence. Requirement not addressed.			
Confidential	Maine Breach Notification Law	Quality of Response: 🗆 Strong 🛛 Adequate 🗆 Weak			
Personally					
Identifiable Information		Quality of Evidence: Strong Adequate Weak			
(PII)		No evidence. Requirement not addressed.			
(1 11)	NIST 800-53: Rev5	Quality of Response: 🗆 Strong 🛛 Adequate 🗆 Weak			
		Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak			
		Weak evidence. Policies cited but not provided.			
		Explanation contains minimal details that address requirement.			
	Privacy Act of 1974	Quality of Response: Strong Adequate Weak			
		Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak			

			No evide	nce. Requir	ement not	addressed.	
		U.S. DHHS-				⊠ Adequate	□ Weak
		OCSE			0		
		A Contraction of the second	Quality o	f Evidence: I	□ Strong	□ Adequate	⊠ Weak
				nce. Requir			
Mai	nelT						
H1	Quality	of Response: 🗆	Strong	⊠ Adequate	🗆 Weak		
				•			
	Quality	of Evidence: 🗆	Strong 🗵	Adequate	🗆 Weak		
			-				
H2	Quality	of Response: 🗆	Strong	⊠ Adequate	□ Weak		
	Quality	of Evidence: 🗆 🛛	Strong 🗆	Adequate	🛛 Weak		
	Weak e	vidence. Policy ci	ed but not	provided. La	cking in ade	equate details.	
H3	Quality	of Response: 🗆	Strong	Adequate	□ Weak		
		of Evidence: 🗆 .			🛛 Weak		
	Weak evidence. Lacking in adequate details.						
A1	Quality	of Response: 🗆	Strong	Adequate	□ Weak		
		of Evidence: 🗆 .					
10	Weak evidence. Policy cited but not provided. Lacking in adequate details.						
A2	Quality	of Response: \Box	Strong	Adequate	□ Weak		
		of Evidence:			🛛 Weak		
A3		vidence. Lacking					
AS	-	of Response: 🗆	Strong L	_ Adequate	⊠ Weak		
	'No' resp			A			
	Quality of Evidence: Strong Adequate Weak Bidder states to they do not have SLA's.						
A4							
7.7	Quality	of Response: 🗆	Surving 2	Anednate	□ Weak		
	Quality of Evidence: Strong Adequate Weak						
	Quality		sirong 🖂	миециане			

Quality of Response: Strong Adequate Weak			
'No' response.			
2.20			

	Weak evidence. Lacking in adequate details.
CSP4	Quality of Response: 🗆 Strong 🛛 Adequate 🖾 Weak
	'No' response.
	Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak
	Weak evidence. Bidder is not compliant.
CSP5	Quality of Response: 🗆 Strong 🛛 Adequate 🗆 Weak
	Quality of Evidence: Strong Adequate Weak
	Weak evidence. Lacking in adequate details.
CSP6	Quality of Response: Strong Adequate Weak
	Quality of Evidence: Strong Adequate Weak
0007	Weak evidence. Lacking in adequate details.
CSP7	Quality of Response: Strong Adequate Weak
	Quality of Evidence: Strong Adequate Weak
	Weak evidence. Lacking in adequate details.
CSP8	Quality of Response: 🗆 Strong 🛛 Adequate 🛛 Weak
	Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak
	Weak evidence. Lacking in adequate details. Bidder is requiring NDA for further details.
CSP9	Quality of Response: 🗆 Strong 🛛 Adequate 🖾 Weak
	'No' response.
	Quality of Evidence: Strong Adequate Weak
	Weak evidence. Lacking in adequate details.
CSP10	Quality of Response: Strong Adequate Weak
and the second	
	Quality of Evidence: Strong Adequate Weak
	Weak evidence. Lacking in adequate details. Bidder is requiring NDA for further details.
CSP11	Quality of Response: 🗆 Strong 🛛 Adequate 🗆 Weak
	Quality of Evidence: Strong Adequate Weak

	Weak evidence. Lacking in adequate details. Bidder is requiring NDA for further details.
CSP12	Quality of Response: 🗆 Strong 🛛 Adequate 🛛 Weak
	'No' response.
	Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak
	Weak evidence. Response unrelated to requirement.
CSP13	Quality of Response: Strong Adequate Weak
	Quality of Evidence: Strong Adequate Weak
	Weak evidence. Lacking in adequate details. Bidder is requiring NDA for further details.
CSP14	Quality of Response: 🗆 Strong 🛛 Adequate 🗆 Weak
	Quality of Evidence: Strong Adequate Weak
	Weak evidence. Lacking in adequate details. Bidder is requiring NDA for further
NIST Re	details.
NIST RE	
	Quality of Response: Strong Adequate Weak
	Quality of Evidence: Strong Adequate Weak
	Weak evidence. Bidder is requiring NDA for further details.
N2	Quality of Response: Strong Adequate Weak
	Quality of Evidence: Strong Adequate Weak
NIO	Weak evidence. Bidder is requiring NDA for further details.
N3	Quality of Response: Strong Adequate Weak
	Quality of Friday and R. Olympic R. Adapticate M. Maak
	Quality of Evidence: □ Strong □ Adequate ⊠ Weak Weak evidence. Bidder is requiring NDA for further details.
N4	Quality of Response: \Box Strong \boxtimes Adequate \Box Weak
INT	
	Quality of Evidence: Strong Adequate Weak
	Weak evidence. Bidder is requiring NDA for further details.
N5	Quality of Response: \Box Strong \boxtimes Adequate \Box Weak

	Quality of Evidence: Strong Adequate Weak				
	Weak evidence. Bidder is requiring NDA for further details.				
N6	Quality of Response: Strong Adequate Weak				
	Quality of Evidence: Strong Adequate Weak				
	Weak evidence. Bidder is requiring NDA for further details.				
N7	Quality of Response: Strong Adequate Weak				
	Quality of Evidence: Strong Adequate Weak				
	Weak evidence. Bidder is requiring NDA for further details.				
N8	Quality of Response: Strong Adequate Weak				
	Quality of Evidence: Strong Adequate Weak				
	Weak evidence. Bidder is requiring NDA for further details.				
N9	Quality of Response: Strong Adequate Weak				
110					
	Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak				
	Weak evidence. Bidder is requiring NDA for further details.				
N10	Quality of Response: 🗆 Strong 🛛 Adequate 🗆 Weak				
	Quality of Evidence: 🗆 Strong 🛛 Adequate 🖾 Weak				
	Weak evidence. Bidder is requiring NDA for further details.				
N11	Quality of Response: Strong Adequate Weak				
	Quality of Evidence: Strong Adequate Weak				
	Weak evidence. Bidder is requiring NDA for further details.				
N12	Quality of Response: Strong Adequate Weak				
	Quality of Evidence: Strong Adequate Weak				
	Weak evidence. Bidder is requiring NDA for further details.				
N13	Quality of Response: Strong Adequate Weak				
	Quality of Evidence: Strong Adequate Weak				
	Weak evidence. Bidder is requiring NDA for further details.				

N14	Quality of Response: Strong Adequate Weak
	Quality of Evidence: Strong Adequate Weak

RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Screening Service BIDDER: Biddle Consulting Group, Inc. (Biddle was the sole bidder) DATE: 6/26/2025

SUMMARY PAGE

Department Name: Maine Public Utilities Commission Name of RFP Coordinator: Celeste Gaylord Names of Evaluators: Maria Jacques, Cory Golob, Michelle Palmer, William Wheeler

Pass/Fail Criteria	Pass	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		
• NA		
•		
Scoring Sections (Edit sections below to match evaluation criteria within RFP)	Points Availabl e	Points Awarde <u>d</u>
Section II. Organization Qualifications and Experience	30	
Section III. Proposed Services	40	
Section IV. Cost Proposal	30	
Total Points	<u>100</u>	

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OVERVIEW OF SECTION I Preliminary Information

Section I. Preliminary Information

Evaluation Team Comments: NA

RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Screening Service BIDDER: Biddle Consulting Group, Inc. (Biddle was the sole bidder) DATE: 6/26/2025

EVALUATION OF SECTION II Organization Qualifications and Experience

	Points Available	Points Awarded
Section II. Organization Qualifications and Experience	30	

Evaluation Team Comments:

- I. Overview of the Organization
 - Appeared to have significant experience with the requested services.
- II. Subcontractors- B
 - Did not provide subcontractor information but instructions were not clear on what to submit if there were none.

III. Organizational Chart

- Organizational chart was excellent, and they provided their OIT help
- IV. Litigation
 - Did not provide this so we assume there has not been any.
- V. Certificate of Insurances
 - They provided this and it expires January of 2026 for \$1M

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EVALUATION OF SECTION III Proposed Services

	Points Availabl e	<u>Points</u> <u>Awarded</u>
Section III. Proposed Services	40	

Evaluation Team Comments:

There was not enough information provided for IT to perform a valid technical assessment. The bidder advised they were compliant but only pointed to their Written Information Security Plan (WISP) and SOC 2 Type 2 report (which they indicate they are working on the compliance but are not there yet). They provided no details of how they were compliant at this point and must do so before the CIO will approve the contract.

Answered affirmatively to all the requirements, except Vocalization. This may have been inadvertently missed.

RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Screening Service BIDDER: Biddle Consulting Group, Inc. (Biddle was the sole bidder) DATE: 6/26/2025

EVALUATION OF SECTION IV Cost Proposal

Lowest Submitted Cost Proposal	•	Cost Proposal Being Scored	x	Score Weight	=	Score
\$73,352	æ		x	30 points	=	

Evaluation Team Comments: They were the sole bidder.



Janet T. Mills Governor Philip L. Bartlett, II Commissioner

AGREEMENT AND DISCLOSURE STATEMENT RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Service

I, Maria Jacques, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Public Utilities Commission. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disgualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Maria F. Jacques	6/10/25
Signature	Date



Janet T. Mills Governor Philip L. Bartlett, II Commissioner

AGREEMENT AND DISCLOSURE STATEMENT RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Service

I, Cory Golob accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Public Utilities Commission. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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<u>6/10/2025</u> Date



Janet T. Mills Governor Philip L. Bartlett, II Commissioner

AGREEMENT AND DISCLOSURE STATEMENT RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Service

I, Michelle Palmer___accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Public Utilities Commission. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Janet T. Mills Governor

STATE OF MAINE PUBLIC UTILITIES COMMISSION

Philip L. Bartlett, Il Commissioner

AGREEMENT AND DISCLOSURE STATEMENT RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Service

I, Ben Haschalk

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06/10/25

Date

Rev. 4/4/2023



Janet T. Mills Governor Philip L. Bartlett, II Commissioner

AGREEMENT AND DISCLOSURE STATEMENT RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Service

I, Wayne Harmon, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Public Utilities Commission. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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<u>6/10/2025</u> Date



Janet T. Mills Governor Philip L. Bartlett, II Commissioner

AGREEMENT AND DISCLOSURE STATEMENT RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Service

I, William W Wheeler accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Public Utilities Commission. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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William D. What

Signature

June 10, 2025

Date



Janet T. Mills Governor Philip L. Bartlett, II Commissioner

AGREEMENT AND DISCLOSURE STATEMENT RFP #: 202505070 RFP TITLE: Emergency Communicator Specialist Applicant Pre-Employment Service

I, $\underline{SAKBARA W BAKAW}$ accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Public Utilities Commission. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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same bill ut

6/11/25

Signature

Date