

Plumsted Township School District Evaluation Committee Report for the Custodial, Grounds and Management Services RFP

1. List of Proposers:

- Aramark
- Temco

2. List of Evaluation Committee Members:

- Gerald North, Assistant Superintendent
- Sean Gately, Business Administrator
- Joseph Occhiuzzo, Coordinator B &G

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3. Cost of Proposals (Ranked from lowest to highest five-year price) :

Comparison of Proposal Form A - PRICING						
Description	Details	Temco		Aramark		
		Percent	Total Charges	Percent	Total Charges	
Custodial	Charge for Wages		\$398,174.40		\$394,524.00	
	Charge for Health Care Benefits	3%	\$13,920.00	38%	\$149,410.56	
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00	
	Charge for Payroll Taxes	19%	\$75,332.88	14%	\$53,511.00	
Consultant Recom'd FTE's	13.50	No. of FTEs (1 FTE=2080 Hours per Year)	13.50		13.50	
Consultant Recom'd Wage Rate	\$14.18	Avg. Wage Rate Excl. Benefits & Taxes	\$14.18		\$14.05	
Custodial Overtime	Charge for Wages		\$18,079.50		\$17,913.75	
	Charge for Payroll Taxes	14%	\$2,588.40	14%	\$2,507.93	
	Required Hours	850	Number of Annual Hours	850		
	Consultant Recom'd Wage Rate	\$22.50	Avg. Wage Rate Excl. Benefits & Taxes	\$21.27		\$21.08
Grounds	Charge for Wages		\$58,448.00		\$58,448.00	
	Charge for Health Care Benefits	0%	\$0.00	39%	\$22,986.24	
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00	
	Charge for Payroll Taxes	19%	\$11,055.84	10%	\$6,036.00	
Consultant Recom'd FTE's	2.00	No. of FTEs (1 FTE=2080 Hours per Year)	2.00		2.00	
Consultant Recom'd Wage Rate	\$14.05	Avg. Wage Rate Excl. Benefits & Taxes	\$14.05		\$14.05	
Head Grounds	Charge for Wages		\$49,420.80		\$49,420.80	
	Charge for Health Care Benefits	14%	\$6,960.00	23%	\$11,493.12	
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00	
	Charge for Payroll Taxes	18%	\$8,870.16	14%	\$6,918.91	
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hours per Year)	1.00		1.00	
Consultant Recom'd Wage Rate	\$23.76	Avg. Wage Rate Excl. Benefits & Taxes	\$23.76		\$23.76	
Grounds Overtime	Charge for Wages		\$4,004.25		\$4,004.25	
	Charge for Payroll Taxes	14%	\$573.36	0%	\$0.00	
	Required Hours	0	Number of Annual Hours	190		
	Consultant Recom'd Wage Rate	\$0.00	Avg. Wage Rate Excl. Benefits & Taxes	\$21.08		\$0.00
General Manager	Charge for Wages		\$0.00		\$43,492.80	
	Charge for Health Care Benefits	-	\$0.00	17%	\$7,394.00	
	Charge for Other Fringe Benefits	-	\$0.00	0%	\$0.00	
	Charge for Payroll Taxes	-	\$0.00	9%	\$4,061.00	
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hours per Year)	0.00		1.00	
Consultant Recom'd Wage Rate	\$22.12	Avg. Wage Rate Excl. Benefits & Taxes	\$0.00		\$20.91	
Custodial Evening Supervisor/s	Charge for Employee Wages		\$46,000.03		\$0.00	
	Charge for Health Care Benefits	17%	\$8,028.00	-	\$0.00	
	Charge for Other Fringe Benefits	2%	\$812.76	-	\$0.00	
	Charge for Payroll Taxes	10%	\$4,621.44	-	\$0.00	
of FTEs (1 FTE=2080 Hours per Year) -	0.00	FTEs	1.00		0.00	
Avg. Hourly Wage Rate -	\$0.00	Excl. Benefits & Taxes	\$22.12		\$0.00	
Clerical	Charge for Wages		\$14,612.00		\$15,600.00	
	Charge for Health Care Benefits	0%	\$0.00	0%	\$0.00	
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00	
	Charge for Payroll Taxes	11%	\$1,611.48	8%	\$1,324.00	
Consultant Recom'd FTE's	0.50	No. of FTEs (1 FTE=2080 Hours per Year)	0.50		0.50	
Consultant Recom'd Wage Rate	\$14.05	Avg. Wage Rate Excl. Benefits & Taxes	\$14.05		\$15.00	
Contractor Start Up Charges –						
Total amount amortized over 5 years:		Annual Charges	\$0.00		\$0.00	
Contractor Equipment Budget/Pool :		All Proposed	\$60,000			
Total amount amortized over 5 years:		Annual Charges	\$12,000.00		\$12,000.00	
Contractor Charge for Computerized Quality Assurance System			\$80.00		\$4,041.00	
Contractor Charge for Office and or Warehouse Rent			\$0.00		\$0.00	
Contractor Charge for Required Office Equipment			\$3,002.00		\$0.00	
Contractor Charge for Supplies and On-Going Operating Costs			\$2,507.00		\$28,755.64	
Contractor Management Fee		3.1%	\$24,153.70	2.0%	\$18,487.00	
District Charge for Contract Monitoring			\$12,000.00		\$12,000.00	
TOTAL CONTRACT CHARGE YEAR ONE			\$776,856.00		\$924,330.00	
Increase for 2017-2018 - Input Dollar Amount			2.0%	\$15,540.00	3.5%	\$32,062.00
TOTAL CONTRACT CHARGE YEAR TWO			\$792,396.00		\$956,392.00	
Increase for 2018-2019 - Input Dollar Amount			2.5%	\$19,812.00	3.1%	\$29,478.00
TOTAL CONTRACT CHARGE YEAR THREE			\$812,208.00		\$985,870.00	
Increase for 2019-2020 - Input Dollar Amount			3.0%	\$24,372.00	3.2%	\$31,416.00
TOTAL CONTRACT CHARGE YEAR FOUR			\$836,580.00		\$1,017,286.00	
Increase for 2020-2021 - Input Dollar Amount			3.5%	\$29,280.00	0.0%	\$0.00
TOTAL CONTRACT CHARGE YEAR FIVE			\$865,860.00		\$1,017,286.00	
TOTAL CONTRACT CHARGE FOR FIVE YEARS			\$4,083,900.00		\$4,901,164.01	
Difference from Lowest Total 5 Year Contract Price			\$0.00		\$817,264.02	
Total Annual for Health Benefits			\$28,908.00		\$191,283.92	
Total Annual for Other Fringe Benefits			\$812.76		\$0.00	
Total Annual for Employee Payroll Taxes excluding overtime			\$101,491.80		\$71,850.91	

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4. Evaluation Criteria:

The Criteria Used In Evaluating Proposals <i>The points awarded range from 1 to 5, with 5 being the highest score and 1 being the lowest</i>	Weighting Factor	Points
1. Program Price: What is the price of the program proposed and its impact upon the district’s operating budgets? Are the charges detailed in the proposal form realistic; i.e., Health care costs, payroll taxes, management fee, etc.	15%	1 to 5
2. Contractor’s financial viability, strength, capability and record of performance: Considers the Contractor’s capability and experience as measured by financial statements, performance record, litigation, years in the industry, number of public school districts served and references.	12%	1 to 5
3. On-Site Management: Considers the references; proposal resumes, face to face interviews and any other method to discover the capabilities and skill level of the on-site management. At a minimum the proposed candidate must demonstrate the following: General Manager: <ol style="list-style-type: none"> Should have at least two years’ experience in managing a comparable sized public school district. Should have more than five years’ experience in the facilities management industry. Should hold a NJ Black Seal license. Must have a high school diploma or GED equivalent diploma. Must be fluent in English. 	25%	1 to 5
4. Staffing Viability: Considers whether proposed wages and staffing levels are sufficient to recruit and maintain a stable workforce by comparing the proposed wage rates to the following: <ul style="list-style-type: none"> The New Jersey Department of Labor’s most current OES Wage Data Survey for average wages for the District’s county for custodial, grounds and clerical positions as detailed in Exhibit 6. The current outsourced average wage rates and wages as detailed in the current outsourced roster in Exhibit 6. The Consultant’s Recommended Staffing, Wage Rates and Salaries as detailed in Exhibit 7. Are benefits and paid time off provided/offered and employee contribution to insurance premiums and copays/deductibles sufficient to recruit and maintain a stable workforce? Is the number of proposed custodial, grounds, management and clerical staff sufficient to meet the Scope of Work in this RFP? 	24%	1 to 5
5. Contractor’s Proposed Program: Are the Proposer’s program, systems, training, and procedures for custodial and management services thorough and comprehensive enough to meet the scope of work?	10%	1 to 5
6. Contractor’s Start Up/Transition Plan: Is the Proposer’s start-up plan customized to the needs of the District? Is the plan detailed from pre- planning (30 days prior to the start of the contract) through the start of the contract and the first three months to September 30, 2016? Did it detail the additional management and resources they shall be providing as well as the startup tasks, any requirements for the District, implementation date, estimated completion date, and who is responsible (name and title)? Did the plan have 100 or more different (not repetitive) tasks listed covering the startup activities in implementation, management, HR, custodial, grounds and training? Was it submitted in Excel format or a Gantt chart?	14%	1 to 5

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5. Scoring:

Evaluations of Award Criteria for Custodial & Management Services					
Evaluator: Gerald North, Assistant Superintendent	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Temco	Aramark	Temco
Program Price:	15%	5.00	1.00	0.75	0.15
Contractor's capability and record of performance:	12%	5.00	1.00	0.60	0.12
On-Site Management:	25%	5.00	1.00	1.25	0.25
Staffing Viability	24%	5.00	1.00	1.20	0.24
Contractor's Proposed Program:	10%	5.00	1.00	0.50	0.10
Contractor's Start Up/Transition Plan:	14%	5.00	1.00	0.70	0.14
TOTALS	100%	30.00	6.00	5.00	1.00
Evaluator: Sean Gately, Business Administrator	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Temco	Aramark	Temco
Program Price:	15%	5.00	1.00	0.75	0.15
Contractor's capability and record of performance:	12%	5.00	1.00	0.60	0.12
On-Site Management:	25%	5.00	1.00	1.25	0.25
Staffing Viability	24%	5.00	1.00	1.20	0.24
Contractor's Proposed Program:	10%	5.00	1.00	0.50	0.10
Contractor's Start Up/Transition Plan:	14%	5.00	1.00	0.70	0.14
TOTALS	100%	30.00	6.00	5.00	1.00
Evaluator: Joseph Occhiuzzo, Coordinator B & G	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Temco	Aramark	Temco
Program Price:	15%	5.00	1.00	0.75	0.15
Contractor's capability and record of performance:	12%	5.00	1.00	0.60	0.12
On-Site Management:	25%	5.00	1.00	1.25	0.25
Staffing Viability	24%	5.00	1.00	1.20	0.24
Contractor's Proposed Program:	10%	5.00	1.00	0.50	0.10
Contractor's Start Up/Transition Plan:	14%	5.00	1.00	0.70	0.14
TOTALS	100%	30.00	6.00	5.00	1.00
TOTALS					
CRITERIA	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
		Aramark	Temco	Aramark	Temco
Program Price:	15%	15.00	3.00	2.25	0.45
Contractor's capability and record of performance:	12%	15.00	3.00	1.80	0.36
On-Site Management:	25%	15.00	3.00	3.75	0.75
Staffing Viability	24%	15.00	3.00	3.60	0.72
Contractor's Proposed Program:	10%	15.00	3.00	1.50	0.30
Contractor's Start Up/Transition Plan:	14%	15.00	3.00	2.10	0.42
TOTALS	100%	90.00	18.00	15.00	3.00

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6. Scoring Summary:

– Note on May 17, Keith Pahira, Vice President Temco sent the following email:

With regret and apologies, we find that we need to request as provided for that Temco's proposal for custodial services for the Plumsted school district be retracted. The basis for this request is due to an error we made in the compilation of the economic basis of this proposal.

- a. **Aramark: 15.00 Points** – Aramark ranked number one for Program Price because they had the lowest five-year price due to Temco's retraction of their proposal. Contractor's Capability and Record of Performance was based on the references provided as well as financial stability and was worthy of first place. For On-Site Management, Aramark's proposed candidate stood out as being the strongest. The proposed staffing, wages and benefits provided caused their proposal to be the most advantageous to the District in terms of Staffing Viability. Aramark also ranked first in the Contractor's Proposed Program and the Contractor's Startup/Transition Plan because they demonstrated that they had the systems, procedures and corporate support to achieve success through the life of the contract.
- b. **Temco: 3.00 Points** - Temco was given a one in each criteria due to their error in pricing and their request to retract their proposal.

7. Recommendation of the Plumsted Township School District's Custodial, Grounds and Management Services RFP Evaluation Committee:

- Upon review of the proposal books submitted, and based upon the RFP evaluation criteria, the committee concludes that the Aramark proposal is most advantageous for the Plumsted Township School District.