

Ringwood School District Evaluation Committee Report for the Custodial & Management Services RFP

1. List of Proposers:

- Temco
- Pritchard
- GCA
- Aramark

2. List of Evaluation Committee Members:

- Warren Mitchell
- Dr. Nicholas Bernice
- Steve Evans
- Paul Scutti
- Nancy Dondero

Evaluation Committee Report

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

Comparison of Proposal Form A - PRICING									
Description	Details	Temco		Pritchard		GCA		Aramark	
		Percent	Total Charges	Percent	Total Charges	Percent	Total Charges	Percent	Total Charges
Custodial	Charge for Wages		\$262,080.00		\$262,080.00		\$262,080.00		\$262,080.00
	Charge for Health Care Benefits	0%	\$0.00	2%	\$5,940.00	9%	\$22,820.00	7%	\$19,524.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$1.00	2%	\$4,649.03	8%	\$20,046.24
	Charge for Payroll Taxes	19%	\$49,691.04	19%	\$49,795.20	14%	\$36,747.25	14%	\$37,212.74
Consultant Recommended FTE's	9.00	No. of FTEs (1 FTE=2080 Hours per Year)	9.00	9.00	9.00	9.00	9.00	9.00	
Consultant Recommended Wage Rate	\$14.00	Avg. Wage Rate Excl. Benefits & Taxes	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	
Custodial Overtime	Charge for Wages		\$21,000.00		\$21,000.00		\$21,000.00		\$21,000.00
	Charge for Payroll Taxes	19%	\$3,990.00	19%	\$3,990.00	16%	\$3,445.36	14%	\$2,981.79
Required Hours	1000	Number of Annual Hours	1,000	1,000	1,000	1,000	1,000	1,000	
Consultant Recommended Wage Rate	\$21.00	Avg. Wage Rate Excl. Benefits & Taxes	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	
Custodial - Head/Leads	Charge for Wages		\$133,120.00		\$124,800.00		\$133,120.00		\$133,120.00
	Charge for Health Care Benefits	9%	\$12,040.92	2%	\$2,640.00	10%	\$13,040.00	7%	\$9,762.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$1.00	2%	\$2,360.97	7%	\$8,909.44
	Charge for Payroll Taxes	19%	\$25,133.28	19%	\$23,712.00	14%	\$18,661.75	14%	\$18,901.71
Consultant Recommended FTE's	4.00	No. of FTEs (1 FTE=2080 Hours per Year)	4.00	4.00	4.00	4.00	4.00	4.00	
Consultant Recommended Wage Rate	\$16.00	Avg. Wage Rate Excl. Benefits & Taxes	\$16.00	\$15.00	\$16.00	\$16.00	\$16.00	\$16.00	
Custodial Heads/Lead Overtime	Charge for Wages		\$7,200.00		\$6,750.00		\$7,200.00		\$7,200.00
	Charge for Payroll Taxes	16%	\$1,152.00	19%	\$1,282.50	16%	\$1,182.64	14%	\$1,022.53
Required Hours	300	Number of Annual Hours	300	300	300	300	300	300	
Consultant Recommended Wage Rate	\$24.00	Avg. Wage Rate Excl. Benefits & Taxes	\$24.00	\$22.50	\$24.00	\$24.00	\$24.00	\$24.00	
General Manager	Charge for Wages		\$70,000.32		\$70,000.00		\$70,000.00		\$70,000.00
	Charge for Health Care Benefits	10%	\$7,200.00	4%	\$2,700.00	9%	\$6,105.00	21%	\$14,436.00
	Charge for Other Fringe Benefits	2%	\$1,232.04	0%	\$1.00	2%	\$1,225.00	3%	\$2,227.32
	Charge for Payroll Taxes	9%	\$6,610.92	19%	\$13,300.00	14%	\$9,758.00	14%	\$9,659.83
Consultant Recommended FTE's	1.00	No. of FTEs (1 FTE=2080 Hours per Year)	1.00	1.00	1.00	1.00	1.00	1.00	
Consultant Recommended Wage Rate	\$33.65	Avg. Wage Rate Excl. Benefits & Taxes	\$33.65	\$33.65	\$33.65	\$33.65	\$33.65	\$33.65	
Contractor Start Up Charges --									
Total amount amortized over 5 years:	Annual Charges		\$0.00		\$1,076.92		\$1,261.20		\$0.00
Contractor Equipment Budget/Pool: All Proposed \$70,000									
Total amount amortized over 5 years:	Annual Charges		\$14,000.00		\$14,000.00		\$14,000.00		\$14,000.00
Contractor Charge for Computerized Quality Assurance System									
			\$60.00		\$0.00		\$176.00		\$1,980.00
Contractor Charge for Office and or Warehouse Rent									
			\$0.00		\$0.00		\$0.00		\$0.00
Contractor Charge for Required Office Equipment									
			\$6,890.40		\$4,230.00		\$830.00		\$7,552.00
Contractor Charge for Supplies and On-Going Operating Costs									
			\$905.52		\$38,508.00		\$7,453.80		\$23,699.00
Contractor Management Fee									
		2.9%	\$19,273.56	2.4%	\$16,161.61	6.0%	\$41,433.00	6.2%	\$45,985.00
District Charge for Contract Monitoring									
			\$12,000.00		\$12,000.00		\$12,000.00		\$12,000.00

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Comparison of Proposal Form A - PRICING									
Description	Details	Temco		Pritchard		GCA		Aramark	
		Percent	Total Charges	Percent	Total Charges	Percent	Total Charges	Percent	Total Charges
TOTAL CONTRACT CHARGE YEAR ONE			\$653,580.00		\$673,969.23		\$690,549.00		\$743,299.40
Increase for 2018-2019 - Input Dollar Amount		3.3%	\$21,300.00	2.2%	\$15,048.79	2.0%	\$13,810.98	2.3%	\$16,820.00
TOTAL CONTRACT CHARGE YEAR TWO			\$674,880.00		\$689,018.01		\$704,359.98		\$760,119.40
Increase for 2019-2020 - Input Dollar Amount		2.1%	\$14,280.00	2.0%	\$14,014.98	2.0%	\$14,087.19	2.3%	\$17,207.00
TOTAL CONTRACT CHARGE YEAR THREE			\$689,160.00		\$703,032.99		\$718,447.17		\$777,326.40
Increase for 2020-2021 - Input Dollar Amount		2.1%	\$14,640.00	2.2%	\$15,676.17	2.0%	\$14,368.94	2.3%	\$17,602.00
TOTAL CONTRACT CHARGE YEAR FOUR			\$703,800.00		\$718,709.16		\$732,816.11		\$794,928.40
Increase for 2021-2022 - Input Dollar Amount		2.2%	\$15,480.00	2.2%	\$15,770.28	2.0%	\$14,656.32	2.3%	\$18,007.00
TOTAL CONTRACT CHARGE YEAR FIVE			\$719,280.00		\$734,479.44		\$747,472.43		\$812,935.40
TOTAL CONTRACT CHARGE FOR FIVE YEARS			\$3,440,700.00		\$3,519,208.85		\$3,593,644.67		\$3,888,608.98

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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: On-site Manager(s): <ul style="list-style-type: none"> • Must have at least two years' experience in managing a comparable sized public school district. • Must have a high school diploma or GED equivalent diploma. • Must be in the process of obtaining or have a Black Seal License by 07-1-2015. • Must be fluent in English. 	25%	1 to 5
4. Staffing Viability: Considers whether wages are sufficient to recruit and maintain a stable workforce by comparing the Contractors proposed wage rates to the NJ Dept. of Labor's most current New Jersey Department of Labor OES survey for median average wages for the District's county for custodial, management and clerical position 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? Also considers whether the number of custodial, management and clerical staff provided and recommended by the Contractor is sufficient to meet the Scope of Work in this RFP? Considers the Consultant's Recommended Staffing, Wage Rates and Salaries as detailed in Exhibit 8.	24%	1 to 5
5. Contractor's Proposed Program: Is the contractor's program, systems, training, and procedures for custodial and management services thorough and comprehensive to meet the scope of work?	10%	1 to 5
6. Contractor's Start Up/Transition Plan: Is the contractor's start-up plan customized to the start of this program? 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, 2015? Did it detail the additional management/resources they will be providing as well as the startup task, 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 and training? Was it submitted in Excel format or a Gantt chart?	14%	1 to 5

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5. Scoring:

Ringwood Evaluations of Award Criteria for Custodial & Management Services									
Evaluator: Warren Mitchell	Weighing Percent	Points Awarded (1 to 5)				Weighted Points			
CRITERIA		Temco	Pritchard	GCA	Aramark	Temco	Pritchard	GCA	Aramark
Program Price:	15%	5.00	4.00	3.00	1.00	0.75	0.60	0.45	0.15
Contractor's capability and record of performance:	12%	4.00	4.00	4.00	3.00	0.48	0.48	0.48	0.36
On-Site Management:	25%	5.00	4.00	3.00	3.00	1.25	1.00	0.75	0.75
Staffing Viability	24%	4.00	3.00	4.00	4.00	0.96	0.72	0.96	0.96
Contractor's Proposed Program:	10%	4.00	4.00	4.00	4.00	0.40	0.40	0.40	0.40
Contractor's Start Up/Transition Plan:	14%	5.00	3.00	4.00	4.00	0.70	0.42	0.56	0.56
TOTALS	100%	27.00	22.00	22.00	19.00	4.54	3.62	3.60	3.18
Evaluator: Dr. Nicholas Bemice	Weighing Percent	Points Awarded (1 to 5)				Weighted Points			
CRITERIA		Temco	Pritchard	GCA	Aramark	Temco	Pritchard	GCA	Aramark
Program Price:	15%	5.00	3.00	2.00	1.00	0.75	0.45	0.30	0.15
Contractor's capability and record of performance:	12%	2.00	3.00	5.00	1.00	0.24	0.36	0.60	0.12
On-Site Management:	25%	5.00	4.00	3.00	2.00	1.25	1.00	0.75	0.50
Staffing Viability	24%	1.00	3.00	4.00	5.00	0.24	0.72	0.96	1.20
Contractor's Proposed Program:	10%	3.00	2.00	5.00	4.00	0.30	0.20	0.50	0.40
Contractor's Start Up/Transition Plan:	14%	4.00	2.00	3.00	5.00	0.56	0.28	0.42	0.70
TOTALS	100%	20.00	17.00	22.00	18.00	3.34	3.01	3.53	3.07
Evaluator: Steve Evans	Weighing Percent	Points Awarded (1 to 5)				Weighted Points			
CRITERIA		Temco	Pritchard	GCA	Aramark	Temco	Pritchard	GCA	Aramark
Program Price:	15%	4.00	3.00	2.00	1.00	0.60	0.45	0.30	0.15
Contractor's capability and record of performance:	12%	4.00	2.00	3.00	1.00	0.48	0.24	0.36	0.12
On-Site Management:	25%	4.00	3.00	2.00	1.00	1.00	0.75	0.50	0.25
Staffing Viability	24%	3.00	2.00	4.00	1.00	0.72	0.48	0.96	0.24
Contractor's Proposed Program:	10%	4.00	2.00	3.00	1.00	0.40	0.20	0.30	0.10
Contractor's Start Up/Transition Plan:	14%	4.00	2.00	3.00	1.00	0.56	0.28	0.42	0.14
TOTALS	100%	23.00	14.00	17.00	6.00	3.76	2.40	2.84	1.00
Evaluator: Paul Scutti	Weighing Percent	Points Awarded (1 to 5)				Weighted Points			
CRITERIA		Temco	Pritchard	GCA	Aramark	Temco	Pritchard	GCA	Aramark
Program Price:	15%	4.00	3.00	2.00	1.00	0.60	0.45	0.30	0.15
Contractor's capability and record of performance:	12%	3.00	2.00	3.00	1.00	0.36	0.24	0.36	0.12
On-Site Management:	25%	5.00	3.00	1.00	1.00	1.25	0.75	0.25	0.25
Staffing Viability	24%	2.00	2.00	3.00	1.00	0.48	0.48	0.72	0.24
Contractor's Proposed Program:	10%	3.00	2.00	3.00	1.00	0.30	0.20	0.30	0.10
Contractor's Start Up/Transition Plan:	14%	3.00	2.00	3.00	1.00	0.42	0.28	0.42	0.14
TOTALS	100%	20.00	14.00	15.00	6.00	3.41	2.40	2.35	1.00
Evaluator: Nancy Dondoro	Weighing Percent	Points Awarded (1 to 5)				Weighted Points			
CRITERIA		Temco	Pritchard	GCA	Aramark	Temco	Pritchard	GCA	Aramark
Program Price:	15%	5.00	4.00	3.00	1.00	0.75	0.60	0.45	0.15
Contractor's capability and record of performance:	12%	3.00	5.00	4.00	3.00	0.36	0.60	0.48	0.36
On-Site Management:	25%	5.00	3.00	1.00	1.00	1.25	0.75	0.25	0.25
Staffing Viability	24%	5.00	3.00	4.00	4.00	1.20	0.72	0.96	0.96
Contractor's Proposed Program:	10%	5.00	3.00	4.00	2.00	0.50	0.30	0.40	0.20
Contractor's Start Up/Transition Plan:	14%	5.00	4.00	3.00	3.00	0.70	0.56	0.42	0.42
TOTALS	100%	28.00	22.00	19.00	14.00	4.76	3.53	2.96	2.34
TOTALS									
CRITERIA	Weighing Percent	Points Awarded (1 to 5)				Weighted Points			
		Temco	Pritchard	GCA	Aramark	Temco	Pritchard	GCA	Aramark
Program Price:	15%	23.00	17.00	12.00	5.00	3.45	2.55	1.80	0.75
Contractor's capability and record of performance:	12%	16.00	16.00	19.00	9.00	1.92	1.92	2.28	1.08
On-Site Management:	25%	24.00	17.00	10.00	8.00	6.00	4.25	2.50	2.00
Staffing Viability	24%	15.00	13.00	19.00	15.00	3.60	3.12	4.56	3.60
Contractor's Proposed Program:	10%	19.00	13.00	19.00	12.00	1.90	1.30	1.90	1.20
Contractor's Start Up/Transition Plan:	14%	21.00	13.00	16.00	14.00	2.94	1.82	2.24	1.96
TOTALS	100%	118.00	89.00	95.00	63.00	19.81	14.96	15.28	10.59

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6. Scoring Summary

- a. **TEMCO: 19.81 Points** – Temco ranked number one for Program Price because they had the lowest five-year price. Temco tied for second with Pritchard Contractor's Capability and Record of Performance. For On-Site Management, Temco ranked first. In Staffing Viability, Temco tied for second place with Aramark. In the Contractor's Proposed Program Temco tied for first with GCA and for Contractor's Startup/Transition Plan Temco ranked first.
- b. **PRITCHARD: 14.96 Points** - Pritchard ranked second in Program Price. In Contractor's Capability and Record of Performance Pritchard tied for second with Temco. Pritchard's ranked second for On-Site Management. Pritchard ranked fourth for Staffing Viability. For Contractor's Proposed Program Pritchard ranked third. Finally, their Startup Plan/Transition Plan was ranked fourth.
- c. **GCA: 15.28 Points** – GCA ranked third for Program Price. In the Contractor's Capability and Record of Performance GCA ranked first. On-Site Management, GCA ranked third. In Staffing Viability GCA ranked first. For the Contractors Proposed Program GCA tied with Temco for first place and ranked second for their Transition Plan.
- d. **ARAMARK: 10.59 Points** - Aramark ranked fourth in Program Price. In the Contractor's Capability and Record of Performance, Aramark ranked last. Aramark also ranked last for On-Site Management. In Staffing Viability tied for second with Temco. For Aramark's Proposed Program they ranked fourth. As for Contractor's Startup/Transition Plan Aramark ranked third.

7. Recommendation of the Ringwood School District's Custodial RFP Evaluation Committee:

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