

Keansburg School District Evaluation Committee Report for the Custodial, Grounds & Management Services RFP

1. List of Proposers:

- ACB
- Aramark
- Pritchard

2. List of Evaluation Committee Members:

- Kathleen O'Hare
- Lindsey Case
- Michael Sette
- Christine Formica
- John Furnback

Evaluation Committee Report

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

KEANSBURG COST COMPARISON OVER 5 YEARS							
		Pritchard		ACB		Aramark	
Description	Details	Percent	Total Charges	Percent	Total Charges	Percent	Total Charges
Custodial	Charge for Employee Wages		\$2,473,632.56		\$2,475,200.00		\$2,333,585.67
	Charge for Health Care Benefits	9%	\$228,666.67	12%	\$291,200.00	18%	\$416,097.14
	Charge for Other Fringe Benefits	0%	\$0.00	13%	\$314,421.80	6%	\$148,385.92
	Charge for Payroll Taxes	19%	\$469,990.19	19%	\$470,288.00	10%	\$223,202.00
	Consultant Recom'd FTE's	14.00		14.00		14.00	
	Cnslt. Recom'd Wage Rate	\$16.00		\$17.00		\$16.03	
Custodial Overtime	Charge for Employee Wages		\$114,677.33		\$114,750.00		\$108,184.78
	Charge for Payroll Taxes	19%	\$21,788.69	19%	\$21,802.50	8%	\$9,184.00
	Required Hours	900		900		900	
	Cnslt. Recom'd Wage Rate	\$24.00		\$25.50		\$24.04	
	Avg. Wage Rate Excl. Benefits & Taxes	\$25.48		\$25.50		\$24.04	
Custodial - Head/Leads	Charge for Employee Wages		\$750,924.17		\$753,376.00		\$723,028.82
	Charge for Health Care Benefits	9%	\$65,333.33	11%	\$83,200.00	16%	\$118,884.90
	Charge for Other Fringe Benefits	0%	\$0.00	1%	\$8,725.08	6%	\$46,209.78
	Charge for Payroll Taxes	19%	\$142,675.59	19%	\$143,141.44	9%	\$68,315.00
	Consultant Recom'd FTE's	4.00		4.00		4.00	
	Cnslt. Recom'd Wage Rate	\$17.00		\$18.11		\$17.38	
Custodial Heads/Lead Overtime	Charge for Employee Wages		\$40,614.89		\$40,747.50		\$39,106.13
	Charge for Payroll Taxes	19%	\$7,716.83	51%	\$20,823.53	8%	\$3,104.00
	Required Hours	300		300		300	
	Cnslt. Recom'd Wage Rate	\$25.50		\$27.17		\$26.07	
	Avg. Wage Rate (No. Benes./Taxes) -	\$27.08		\$27.17		\$26.07	
Grounds -	Charge for Employee Wages		\$542,321.85		\$543,816.00		\$533,828.11
	Charge for Health Care Benefits	9%	\$49,000.00	11%	\$62,400.00	17%	\$89,163.67
	Charge for Other Fringe Benefits	0%	\$0.00	10%	\$52,714.62	6%	\$33,937.63
	Charge for Payroll Taxes	19%	\$103,041.15	19%	\$103,325.04	9%	\$50,583.00
	Consultant Recom'd FTE's	3.00		3.00		3.00	
	Cnslt. Recom'd Wage Rate	\$16.37		\$17.43		\$17.11	
Head Grounds -	Charge for Employee Wages		\$276,075.06		\$276,224.00		\$279,264.82
	Charge for Health Care Benefits	6%	\$16,333.33	8%	\$20,800.00	11%	\$29,721.22
	Charge for Other Fringe Benefits	0%	\$0.00	11%	\$29,454.88	6%	\$16,771.62
	Charge for Payroll Taxes	19%	\$52,454.26	19%	\$52,482.56	9%	\$24,621.00
	Consultant Recom'd FTE's	1.00		1.00		1.00	
	Cnslt. Recom'd Wage Rate	\$25.00		\$26.56		\$26.85	
Grounds Overtime	Charge for Employee Wages		\$26,073.17		\$26,145.00		\$25,664.81
	Charge for Payroll Taxes	19%	\$4,953.90	19%	\$4,967.55	8%	\$2,046.00
	Required Hours	200		200		200	
	Cnslt. Recom'd Wage Rate	\$24.56		\$26.15		\$25.66	
	Avg. Wage Rate (No. Benes./Taxes) -	\$26.07		\$26.15		\$25.66	
General Manager	Charge for Employee Wages		\$425,155.60		\$416,124.80		\$434,400.23
	Charge for Health Care Benefits	11%	\$45,000.00	5%	\$20,800.00	30%	\$131,820.07
	Charge for Other Fringe Benefits	0%	\$0.00	5%	\$19,197.56	6%	\$25,924.61
	Charge for Payroll Taxes	19%	\$80,779.56	19%	\$79,063.71	8%	\$36,489.00
	Consultant Recom'd FTE's	1.00		1.00		1.00	
	Cnslt. Recom'd Wage Rate	\$38.46		\$40.01		\$41.77	
Custodial Evening Supervisor/s	Charge for Employee Wages		\$265,142.49		\$260,603.20		\$269,695.50
	Charge for Health Care Benefits	17%	\$45,000.00	8%	\$20,800.00	31%	\$82,408.65
	Charge for Other Fringe Benefits	0%	\$0.00	5%	\$12,023.28	6%	\$16,207.03
	Charge for Payroll Taxes	19%	\$50,377.07	19%	\$49,514.61	9%	\$23,889.00
	Consultant Recom'd FTE's	1.00		1.00		1.00	
	Cnslt. Recom'd Wage Rate	\$24.04		\$25.06		\$25.93	
Clerical	Charge for Employee Wages		\$220,860.05		\$216,528.00		\$223,537.65
	Charge for Health Care Benefits	3%	\$6,533.33	10%	\$20,800.00	31%	\$68,561.30
	Charge for Other Fringe Benefits	0%	\$0.00	5%	\$9,988.86	6%	\$13,483.72
	Charge for Payroll Taxes	19%	\$41,963.41	19%	\$41,140.32	9%	\$20,358.00
	Consultant Recom'd FTE's	1.00		1.00		1.00	
	Cnslt. Recom'd Wage Rate	\$20.00		\$20.82		\$21.49	
Contractor Start Up Charges -			\$0		\$5,525		\$0
Total Start Up Charges Amount Amortized Over 5 Yrs.			\$0.00		\$5,525.00		\$0.00
Contractor Equipment Budget Pool			\$80,000		\$80,000		\$80,000
Total Equipment Budget Pool Amount Amortized Over 5 Yrs.			\$80,000.00		\$80,000.00		\$80,000.00
Contractor Charge for Computerized Quality Assurance System			\$1,750.00		\$6,250.00		\$3,628.50
Contractor Charge for Office and or Warehouse Rent			\$0.00		\$0.00		\$0.00
Contractor Charge for Required Office Equipment			\$1,250.00		\$16,000.00		\$35,907.07
Contractor Charge for Supplies & On-Going Operating Costs			\$0.00		\$0.00		\$0.00
Enter Cost Per Employee =		\$1,480.89	\$185,111.00	\$200.00	\$25,000.00	\$2,942.40	\$367,800.42
Contractor Management Fee		2.9%	\$205,055.86	3.4%	\$254,000.00	4.3%	\$321,549.10
District Charge for Contract Monitoring			\$77,760.00		\$77,760.00		\$77,760.00
Total Contract Charge Over Five Years			\$7,118,011.35		\$7,541,124.84		\$7,556,309.90

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4. Evaluation Criteria - The following was the criteria used by the committee in evaluating the proposals:

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"> • Should have at least two years' experience in managing a comparable sized public school district. • Should have four years' experience in the custodial/grounds management industry. • Must have a high school diploma or GED equivalent diploma. • Must be in the process of obtaining or have a Black Seal License by 7-1-2023. • Must be fluent in English. On- site Supervisor(s): <ul style="list-style-type: none"> • Should have at least one year experience in managing a comparable sized educational institution. • Should have a high school diploma or GED equivalent diploma. • Must be in the process of obtaining or have a Black Seal License by 7-1-2023. • 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 the proposed wage rates to the following: <ul style="list-style-type: none"> • The current outsourced average wage rates and wages as detailed in Exhibit 6 wage rates. • 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? • Can the Contractor meet the black seal requirement? 	24%	1 to 5
5. Contractor's Proposed Program: Are the Proposer's program, systems, training, and procedures for custodial, grounds 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 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, 2023? Did it detail the additional management and resources they shall 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, grounds and training? Was it submitted in Excel format or a Gantt chart?	14%	1 to 5

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5. Scoring: The following are the actual and weighted points for each proposer:

TOTALS							
CRITERIA	Weighing Percent	Points Awarded (1 to 5)			Weighted Points		
		ACB	Aramark	Prichard	ACB	Aramark	Prichard
Program Price:	15%	20.00	15.50	25.00	3.00	2.33	3.75
Contractor's capability and record of performance:	12%	18.00	17.00	25.00	2.16	2.04	3.00
On-Site Management:	25%	20.50	16.00	25.00	5.13	4.00	6.25
Staffing Viability	24%	17.00	19.50	25.00	4.08	4.68	6.00
Contractor's Proposed Program:	10%	25.00	25.00	25.00	2.50	2.50	2.50
Contractor's Start Up/Transition Plan:	14%	15.50	18.50	22.50	2.17	2.59	3.15
TOTALS	100%	116.00	111.50	147.50	19.04	18.14	24.65

6. Scoring Summary

- Pritchard: 24.65 Points** – Pritchard ranked number one for Program Price because they had the lowest five-year price. 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, Pritchard's proposed candidate stood out as being the strongest, therefore ranked in first place. The proposed staffing, wages and benefits provided caused their proposal to be the most advantageous to the District in terms of Staffing Viability. All the contractor's tied for the Contractors Proposed Program. Pritchard also ranked first in 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.
- ACB: 19.04 Points** - ACB had the second lowest price which earned them second place in the scoring for Program Price. The school districts served and references had them score less than Pritchard placing them in second place for Contractor's Capability and Record of Performance. ACB's proposed candidate ranked second amongst the companies for On-Site Management. ACB ranked third in Staffing Viability. All the contractor's tied for the Contractors Proposed Program. ACB scored in third place for their Transition Plan.
- Aramark: 18.14 Points** - Aramark had the highest price which earned them the lowest ranking for Program price. Their references were good enough to earn third place for Contractor's Capability and Record of Performance. In reviewing the resume of Aramark's proposed candidate, they were given the lowest score for On-Site Management. Aramark received second place score for Staffing Viability. All the contractor's tied for the Contractors Proposed Program. They received second place score for their Startup Plan/Transition Plan.

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

- Upon review of the proposals submitted and based upon the RFP evaluation criteria, the committee concludes that the Pritchard's proposal is most advantageous for the Keansburg School District.