

REQUEST FOR PROPOSAL NO. 02C-009R - RFP FOR TEMPORARY STAFFING SERVICES

DATE: August 7, 2002 DATE ADVERTISED: June 27, 2002
 DATE SOLICITED: June 27, 2002 DATE OPENED: July 24, 2002
 PRESENTED TO BOARD: September 18, 2002 DATE POSTED: August 14, 2002

CONTRACT PERIOD: October 1, 2002 through September 30, 2005
 DEPARTMENT: Various FUNCTION: Various OBJECT: 3920 FUND: Various
 FUNDING SOURCE: Various Budgets – Temporary Employment Services
 REQUESTING DEPARTMENT: Various Schools and Departments
 65 RFPs Solicited, 13 Responses (10 RFPs, 3 No Proposal) 52 No Response
 6 M/WBEs Solicited, 1 M/WBE Responses (1 RFPs, 0 No RFPs) 5 M/WBE No Response

FINANCIAL IMPACT

The financial impact to the District budget is estimated at \$2,000,000. The source of funds is various from various schools and departments budgets.

Purchase orders processed from July 1, 1999 through August 7, 2002 total \$1,775,697.

Services to be provided include temporary staffing services for non-instructional positions needed for schools and departments throughout the District.

| <u>VENDOR</u> | <u>MINORITY STATUS</u> | <u>TOTAL POINTS AWARDED</u> |
|-------------------------------------|------------------------|-----------------------------|
| ADECCO | -- | <u>79.2</u> |
| CAREERS USA | -- | 22.8 |
| EXPRESS PERSONNEL SERVICES | -- | <u>75.6</u> |
| HEADWAY CORPORATE STAFFING SERVICES | -- | 32.0 |
| KELLY SERVICES | -- | <u>85.6</u> |
| KEMP SERVICES | -- | 27.6 |
| RANDSTAD US, LP | -- | 59.0 |
| REMEDY STAFFING | 6 | 54.0 |
| SNELLING PERSONNEL SERVICES | -- | 38.2 |
| TRI STATE EMPLOYMENT | -- | 47.6 |

LEGEND:
 _____ = Award
 () = Reject

MINORITY - (2-Black, 3-Hispanic, 4-Indian/Alaska, 5-Asian, 6-Women, 7-Disabled, 8-Other)

CONSIDERATION OF INDEMNIFICATION: Awardee(s) recognizes that in order to comply with FS 725.06 the District must include an amount paid to the awardee(s) in consideration for the awardee(s) agreeing to indemnify the District. The amount of TEN DOLLARS (\$10) to be included on the awardee(s) initial invoice, per Section 21.0, Indemnification and Hold Harmless, as consideration for this contract.

The Evaluation Committee, consisting of District staff, convened and reviewed all responsive proposals. It is the recommendation of the Committee to award this contract to the three highest rated proposers, Adecco, Express Personnel and Kelly Services.

RECOMMENDATION: I recommend contract award be made to the three highest rated responsive, responsible proposers based on the evaluation criteria outlined in the RFP.

Failure to file a protest within the time prescribed in §120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes and applicable Board rules, regulations and policies. Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

If a proposer wishes to protest a RFP, they must do so in strict accordance with the procedures outlined in FS 120.57(3). Any person who files an action protesting a decision or intended decision pertaining to this RFP pursuant to FS 120.57(3)(b), shall post with the Purchasing Department, at the time of filing the formal written protest, a bond secured by an acceptable surety company in Florida payable to the School District of Palm Beach County in an amount equal to 1 percent (1%) of the total estimated contract value, but not less than \$500 nor more than \$5,000. Bond shall be conditioned upon the payment of all costs that may be adjudged against the protester in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, a cashier's check, certified bank check, bank certified company check or money order will be acceptable form of security. If, after completion of the administrative hearing process and any appellate court proceedings, the District prevails, it shall recover all costs and charges included in the final order of judgment, including charges by the Division of Administrative Hearings. Upon payment of such costs and charges by the protester, the protest security shall be returned. If the protest prevails, he or she shall recover from the District all costs and charges, which shall be included in the final order of judgment.

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**SCHOOL DISTRICT OF PALM BEACH COUNTY
PURCHASING DEPARTMENT**

| RFP 02C-009R | | | | | | | | | | |
|--|--------------------------|--------------------|-----------------------------------|---------------------------|-----------------------|----------------------|-----------------|------------------------|---------------------------|----------------------------|
| TERM CONTRACT FOR TEMPORARY PERSONNEL STAFFING SERVICES | | | | | | | | | | |
| EVALUATION CRITERIA | Adecco Employment | Careers USA | Express Personnel Services | Headway Technology | Kelly Services | Kemp Services | Randstad | Remedy Staffing | Snelling Personnel | Tristate Employment |
| A. Experience & Qualifications of firm (20 points) | 15.60 | 5.0 | 14.4 | 3.6 | 17.6 | 3.8 | 15.8 | 9.8 | 8.2 | 7.6 |
| B. Qualification of Staff (15 points) | 11.20 | 4.0 | 11.0 | 3.4 | 12.2 | 2.6 | 8.8 | 8.0 | 5.6 | 5.2 |
| C. Approach Methodology (10 points) | 8.6 | 2.0 | 8.6 | 2.4 | 9.6 | 1.6 | 7.6 | 5.2 | 5.8 | 4.6 |
| D. Hiring Process (20 points) | 16.0 | 4.8 | 16.6 | 4.8 | 18.8 | 2.6 | 13.8 | 8.8 | 4.0 | 10.6 |
| E. Response to Section 9.0 Questions (10 points) | 7.8 | 1.8 | 7.6 | 3.0 | 9.2 | 2.0 | 8.4 | 7.4 | 5.2 | 6.0 |
| F. Cost of Services (15 points) | 13.0 | 2.6 | 10.2 | 13.4 | 9.8 | 8.0 | 5.4 | 4.8 | 9.4 | 13.6 |
| G. Minority/Women Business Enterprise (10 points) | 7.0 | 2.6 | 7.2 | 0 | 8.4 | 7.0 | 0 | 10 | 0 | 0 |
| TOTAL POINTS (A-G) (100) | 79.2 | 22.8 | 75.6 | 32.0 | 85.6 | 27.6 | 59.0 | 54.0 | 38.2 | 47.6 |