

**Winslow Township School District Evaluation
Committee Recommendation for Comprehensive
Professional Management Services
Technology Infrastructure On-site Support
and Management RFP**

1. List of Proposers:

Vartek
Advanced Computer Solutions Group

2. Costs of Proposals:

Vartek	\$	550,296.00
Advanced Computer Solutions Group	\$	418,992.00

3. Criteria:

The following was the criteria used by the committee in evaluating the proposals:

<p>The Criteria Used In Evaluating Proposals</p> <p><i>The points awarded range from 1 to 5, with 5 being the highest score and 1 being the lowest</i></p>	<p>Weighting Factor</p>	<p>Points</p>
<p>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.</p>	<p>25%</p>	<p>1 to 5</p>
<p>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.</p>	<p>10%</p>	<p>1 to 5</p>
<p>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:</p> <p>On- site Manager(s):</p> <ul style="list-style-type: none"> • Must have a minimum of 7 years’ experience in managing a team in a comparable sized public school district. • Microsoft Active Directory Certification required; additional certifications preferred, i.e. A+, Network+. • Must have demonstrated project management skills. • Must possess good communication skills. 	<p>25%</p>	<p>1 to 5</p>
<p>4. Staffing Viability: Considers whether the number of information technology and management staff recommended by the Contractor is sufficient to meet the Scope of Work in this RFP. At least 60% of staff must have at least 3 years’ experience in a K-12 environment.</p>	<p>18%</p>	<p>1 to 5</p>
<p>5. Vendor’s Proposed Program: Is the vendor’s staffing, training, equipment available and procedures for Information Technology management services thorough and comprehensive to meet the scope of work? Is their demonstrated knowledge of systems and software currently in place sufficient to provide adequate support? Do they possess the skills required to objectively access new technology and present recommendations for upgrades when needed?</p>	<p>22%</p>	<p>1 to 5</p>

4. Recommendation of the Winslow Township School District Comprehensive Professional Management Services Technology Infrastructure On-site Support and Management Evaluation Committee:

Upon review of the proposal submitted, and based upon the RFP evaluation criteria, the committee concludes that Advanced Computer Solutions Group's proposal is most advantageous for the Winslow Township School District. The following evaluation scores resulted as scored by the evaluation committee:

Vartek	82.87%
Advanced Computer Solutions Group	100.00%

One to five points are awarded by each member to each company in each of five categories. Then the weighted factor for each category is applied to points awarded. The maximum unweighted points that can be awarded in each category are five.

1. Vartek: Vartek scored well with its proposed program and onsite management, however the program was not competitively priced. Vartek earned a total weighted score of 82.87%
2. Advanced Computer Solutions Group; (ACSG) - ACSG scored the highest in program price, coming in lowest of either responders. In addition, ACSG's proposed program appeared to meet the District's stated objectives. Having reviewed resumes, ACSG is positioned to provide staffing with a knowledge base sufficient to handle the District's day to day needs. In the event of an emergency, ACSG, as a local vendor, could respond with additional staff in a short period of time. ACSG received the highest weighted score of 100%.

The following details each members score as well as the summary for each responder.

The following details each member's score as well as the summary for each company:

Criteria for Evaluating the Proposals	Weighting Factor	Available Points	Each Company's Weighted Score			
			Vartek		ACSG	
			Pts Awarded	Weighted Score	Pts Awarded	Weighted Score
Committee Member: Dr. Dorothy Carcamo						
1. Program Price	25%	5	4	20	5	25
2. Financial Viability	10%	5	4	8	5	10
3. On-Site Management	25%	5	5	25	5	25
4. Staffing Viability	18%	5	5	18	5	18
5. Propsed Program	22%	5	5	22	5	22
Totals:	100%			93		100
Committee Member: Mr. Darryl Scott						
1. Program Price	25%	5	4	20	5	25
2. Financial Viability	10%	5	4	8	5	10
3. On-Site Management	25%	5	3	15	5	25
4. Staffing Viability	18%	5	4	14.4	5	18
5. Propsed Program	22%	5	4	17.6	5	22
Totals:	100%			75		100
Committee Member: Mr. Mike Aponte						
1. Program Price	25%	5	4	20	5	25
2. Financial Viability	10%	5	5	10	5	10
3. On-Site Management	25%	5	3	15	5	25
4. Staffing Viability	18%	5	5	18	5	18
5. Propsed Program	22%	5	4	17.6	5	22
Totals:	100%			80.6		100
Summary						
1. Program Price	25%	15	12	20	15	25.00
2. Financial Viability	10%	15	13	8.67	15	10.00
3. On-Site Management	25%	15	11	18.33	15	25.00
4. Staffing Viability	18%	15	14	16.8	15	18.00
5. Propsed Program	22%	15	13	19.07	15	22.00
Totals:	100%			82.87		100.00