

Winslow School District Evaluation Committee Report for the Facilities Management Services RFP

1. List of Proposers:

- Aramark
- Pritchard

2. List of Evaluation Committee Members:

- Ms. Tyra McCoy-Boyle
- Dr. Nython Carter
- Ms. Gina Chico
- Mr. Jack Mills

Evaluation Committee Report

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

Comparison of Proposal Form A - PRICING					
Description	Details	Aramark		Pritchard	
		Percent	Total Charges	Percent	Total Charges
Custodial	Charge for Wages		\$944,840.00		\$975,239.20
	Charge for Health Care Benefits	13%	\$125,625.96	16%	\$155,235.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	10%	\$90,810.00	18%	\$175,267.82
	No. of FTEs (1 FTE=2080 Hours per Year)	39.50		39.50	
Consultant Recom'd FTE's	39.50				
Consultant Recom'd Wage Rate	\$11.71	\$11.50	\$43,038.75	\$11.87	\$44,423.48
Custodial Overtime	Charge for Wages		\$4,243.00		\$8,240.55
	Charge for Payroll Taxes	10%		19%	
	Number of Annual Hours	2,495		2,495	
	Avg. Wage Rate Excl. Benefits & Taxes	\$17.25		\$17.81	
	Charge for Wages		\$270,316.80		\$277,885.03
Custodial - Head/Leads	Charge for Health Care Benefits	11%	\$29,118.51	13%	\$35,370.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	9%	\$25,275.00	19%	\$51,547.67
	No. of FTEs (1 FTE=2080 Hours per Year)	-			
	Consultant Recom'd FTE's	9.00		9.00	
Custodial Heads/Lead Overtime	Avg. Wage Rate Excl. Benefits & Taxes	\$14.44		\$14.84	
	Charge for Wages		\$10,830.00		\$11,133.21
	Charge for Payroll Taxes	9%	\$974.70	19%	\$2,065.21
	Number of Annual Hours	500		500	
	Consultant Recom'd Wage Rate	\$21.23	\$21.66		\$22.27
Maintenance	Charge for Wages		\$425,730.24		\$376,272.00
	Charge for Health Care Benefits	7%	\$28,217.00	9%	\$35,370.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	9%	\$38,215.00	19%	\$69,798.46
	No. of FTEs (1 FTE=2080 Hours per Year)	9.00		9.00	
Consultant Recom'd FTE's	9.00				
Consultant Recom'd Wage Rate	\$20.90	\$22.74	\$164,724.00	\$20.10	\$192,500.00
Prevailing Wages for Maintenance	Charge for Wages		\$0.00		\$0.00
	Charge for Other Fringe Benefits	0%		0%	
	Charge for Payroll Taxes	9%	\$14,825.00	19%	\$35,708.75
	Number of Hours 7-1-2015 to 6-30-2016	4,200		5,500	
	Incremental Average Hourly Wage Rate	\$39.22		\$35.00	

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Comparison of Proposal Form A - PRICING					
Description	Details		Aramark	Pritchard	
Maintenance Overtime	Charge for Wages		\$11,359.63		\$10,039.95
	Charge for Payroll Taxes		\$1,022.00	19%	\$1,862.41
Required Hours 333	Number of Annual Hours	333		333	
Consultant Recom'd Wage Rate \$31.35	Avg. Wage Rate Excl. Benefits & Taxes	\$39.22		\$30.15	
Grounds	Charge for Wages		\$90,916.80		\$107,848.00
	Charge for Health Care Benefits	10%	\$9,405.00	11%	\$11,790.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	9%	\$8,425.00	19%	\$20,005.80
Consultant Recom'd FTE's 3.00	No. of FTEs (1 FTE=2080 Hours per Year)	3.00		3.00	
Consultant Recom'd Wage Rate \$15.31	Avg. Wage Rate Excl. Benefits & Taxes	\$14.57		\$17.28	
Head Grounds	Charge for Wages		\$39,707.20		\$39,977.60
	Charge for Health Care Benefits	8%	\$3,135.00	10%	\$3,930.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	9%	\$3,458.00	19%	\$7,415.84
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 \$17.49	Avg. Wage Rate Excl. Benefits & Taxes	\$19.09		\$19.22	
Grounds Overtime	Charge for Wages		\$2,731.25		\$3,240.63
	Charge for Payroll Taxes	9%	\$245.81	19%	\$601.14
Required Hours 125	Number of Annual Hours	125		125	
Consultant Recom'd Wage Rate \$22.97	Avg. Wage Rate Excl. Benefits & Taxes	\$19.09		\$25.93	
General Manager	Charge for Wages		\$92,393.60		\$94,640.00
	Charge for Health Care Benefits	5%	\$4,234.00	7%	\$6,600.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	8%	\$7,489.00	19%	\$17,555.72
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 \$53.38	Avg. Wage Rate Excl. Benefits & Taxes	\$44.42		\$45.50	
Maintenance Manager	Charge for Wages		\$100,297.60		\$88,004.80
	Charge for Health Care Benefits	11%	\$11,290.00	7%	\$6,600.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	8%	\$8,092.00	19%	\$16,324.89
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 \$39.11	Avg. Wage Rate Excl. Benefits & Taxes	\$48.22		\$42.31	
Custodial Evening Supervisors	Charge for Wages		\$154,252.80		\$146,952.00
	Charge for Health Care Benefits	8%	\$12,701.00	1%	\$1,980.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	8%	\$13,060.00	19%	\$27,259.60

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Description	Details		Aramark	Pritchard	
Consultant Recom'd FTE's	3.00	No. of FTEs (1 FTE=2080 Hours per Year)	3.00	3.00	
Consultant Recom'd Wage Rate	\$24.17	Avg. Wage Rate Excl. Benefits & Taxes	\$24.72	\$23.55	
Clerical		Charge for Wages		\$51,812.80	\$41,600.00
		Charge for Health Care Benefits	4%	\$1,840.00	\$6,600.00
		Charge for Other Fringe Benefits	0%	\$0.00	\$0.00
		Charge for Payroll Taxes	8%	\$4,383.00	\$7,716.80
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	\$24.17	Avg. Wage Rate Excl. Benefits & Taxes	\$24.91	\$20.00	
Contractor Start Up Charges					
Total amount amortized over 5 years:		Annual Charges		\$0.00	\$1.00
Contractor Equipment Budget/Pool :					
Total amount amortized over 5 years:		All Proposed \$200,000 Annual Charges		\$40,000.00	\$40,000.00
Contractor Charge for Computerized Quality Assurance System				\$9,108.00	\$280.00
Contractor Charge for Office and Warehouse Rent				\$0.00	\$0.00
Contractor Charge for Required Office Equipment				\$0.00	\$1,500.00
Contractor Charge for Supplies and On-Going Operating Costs				\$171,610.00	\$69,016.64
Contractor Management Fee			4.0%	\$128,205.00	\$97,609.06
District Charge for Contract Monitoring				\$28,236.00	\$28,236.00
TOTAL CONTRACT CHARGE YEAR ONE (2019-2020)				\$3,226,194.45	\$3,351,244.25
TOTAL CONTRACT CHARGE YEAR TWO (2020-2021)		Increase for 2019-2020 - Input Dollar Amount	3.0%	\$96,153.00	\$457,541.09
TOTAL CONTRACT CHARGE YEAR THREE (2021-2022)		Increase for 2020-2021 - Input Dollar Amount	3.0%	\$3,322,347.45	\$3,808,785.34
TOTAL CONTRACT CHARGE YEAR FOUR (2022-2023)		Increase for 2021-2022 - Input Dollar Amount	3.0%	\$99,040.00	\$164,909.21
TOTAL CONTRACT CHARGE YEAR FIVE (2023-2024)		Increase for 2021-2022 - Input Dollar Amount	3.0%	\$3,421,387.45	\$3,973,694.56
TOTAL CONTRACT CHARGE FOR FIVE YEARS		Increase for 2022-2023 - Input Dollar Amount	3.0%	\$102,009.00	\$497,500.52
		Increase for 2022-2023 - Input Dollar Amount	3.0%	\$3,523,396.45	\$4,471,195.08
		Increase for 2022-2023 - Input Dollar Amount	3.0%	\$105,070.00	\$177,421.79
		TOTAL CONTRACT CHARGE FOR FIVE YEARS		\$3,628,466.45	\$4,648,616.87
				\$17,121,792.25	\$20,253,536.10

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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.	23%	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 a NJ Certified Educational Facilities Manager (CEFM) pursuant to 18A:17-49. Must be fluent in English. Assistant/Maintenance Manager: <ol style="list-style-type: none"> Should have at least one year 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. Must have or obtain a CEFM certificate by 06-15-2019. Custodial Supervisor/s: <ol style="list-style-type: none"> Should have at least one year experience in managing a comparable sized public school district. Should have two years' experience in the custodial industry. Should have a Black Seal license. Should be fluent in English and Spanish. Must have a high school diploma or GED equivalent diploma. 	21%	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, maintenance, grounds, management 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, maintenance, grounds management and clerical staff sufficient to meet the Scope of Work in this RFP? 	20%	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, 2019? 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, maintenance, grounds and training? Was it submitted in Excel format or a Gantt chart?	14%	1 to 5

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5. Scoring:

TOTALS					
CRITERIA	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
		Aramark	Pritchard	Aramark	Pritchard
Program Price:	15%	19.00	12.00	2.850	1.800
Contractor's capability and record of performance:	12%	19.00	15.00	2.280	1.800
On-Site Management:	25%	20.00	13.00	5.000	3.250
Staffing Viability	24%	20.00	15.00	4.800	3.600
Contractor's Proposed Program:	10%	20.00	15.00	2.000	1.500
Contractor's Start Up/Transition Plan:	14%	19.00	15.00	2.660	2.100
TOTALS	100%	117.00	85.00	19.590	14.050

6. Scoring Summary

- a. **Aramark: 19.59 Points** – Aramark 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, 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. **Pritchard: 14.05 Points** - Pritchard had the second lowest price which earned them the second place ranking for Program Price. Their references were good enough to earn second place for Contractor's Capability and Record of Performance. In reviewing the resume of Pritchard's proposed candidate, they were given the second highest score for On-Site Management. Pritchard also received the second highest score for Staffing Viability. They received the second highest score for Contractor's Proposed Program as they met the requirements of the RFP. Finally their Startup Plan/Transition Plan ranked second in comparison to the comprehensiveness and detail of the other proposer.

7. Recommendation of the Winslow Township 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 Aramark proposal is most advantageous for the Winslow Township School District.

Evaluations of Award Criteria for Custodial & Management Services

Evaluator: Ms. Tyra McCoy-Boyle	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Pritchard	Aramark	Pritchard
Program Price:	15%	4.00	2.00	0.600	0.300
Contractor's capability and record of performance:	12%	4.00	3.00	0.480	0.360
On-Site Management:	25%	5.00	3.00	1.250	0.750
Staffing Viability	24%	5.00	3.00	1.200	0.720
Contractor's Proposed Program:	10%	5.00	4.00	0.500	0.400
Contractor's Start Up/Transition Plan:	14%	5.00	4.00	0.700	0.560
TOTALS	100%	28.00	19.00	4.730	3.090
Evaluator: Dr. Nyton Carter	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Pritchard	Aramark	Pritchard
Program Price:	15%	5.00	2.00	0.750	0.300
Contractor's capability and record of performance:	12%	5.00	4.00	0.600	0.480
On-Site Management:	25%	5.00	3.00	1.250	0.750
Staffing Viability	24%	5.00	4.00	1.200	0.960
Contractor's Proposed Program:	10%	5.00	3.00	0.500	0.300
Contractor's Start Up/Transition Plan:	14%	5.00	4.00	0.700	0.560
TOTALS	100%	30.00	20.00	5.000	3.350
Evaluator: Ms. Gina Chico	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Pritchard	Aramark	Pritchard
Program Price:	15%	5.00	4.00	0.750	0.600
Contractor's capability and record of performance:	12%	5.00	4.00	0.600	0.480
On-Site Management:	25%	5.00	4.00	1.250	1.000
Staffing Viability	24%	5.00	4.00	1.200	0.960
Contractor's Proposed Program:	10%	5.00	3.00	0.500	0.300
Contractor's Start Up/Transition Plan:	14%	5.00	3.00	0.700	0.420
TOTALS	100%	30.00	22.00	5.000	3.760
Evaluator: Mr. Jack Mills	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Pritchard	Aramark	Pritchard
Program Price:	15%	5.00	4.00	0.750	0.600
Contractor's capability and record of performance:	12%	5.00	4.00	0.600	0.480
On-Site Management:	25%	5.00	3.00	1.250	0.750
Staffing Viability	24%	5.00	4.00	1.200	0.960
Contractor's Proposed Program:	10%	5.00	5.00	0.500	0.500
Contractor's Start Up/Transition Plan:	14%	4.00	4.00	0.560	0.560
TOTALS	100%	29.00	24.00	4.860	3.850
TOTALS					
Evaluator:	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Pritchard	Aramark	Pritchard
Program Price:	15%	19.00	12.00	2.850	1.800
Contractor's capability and record of performance:	12%	19.00	15.00	2.280	1.800
On-Site Management:	25%	20.00	13.00	5.000	3.250
Staffing Viability	24%	20.00	15.00	4.800	3.600
Contractor's Proposed Program:	10%	20.00	15.00	2.000	1.500
Contractor's Start Up/Transition Plan:	14%	19.00	15.00	2.660	2.100
TOTALS	100%	117.00	85.00	19.590	14.050