

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

1. List of Proposers:

- Aramark
- Pritchard

2. List of Evaluation Committee Members:

- Roderic McLaughlin
- David Harding

Bernards Evaluation Committee Report

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

Comparison of Proposal Form A - PRICING					
Description	Details	Pritchard		Aramark	
		Percent	Total Charges	Percent	Total Charges
Custodial	Charge for Wages		\$1,021,196.80		\$989,820.00
	Charge for Health Care Benefits	1%	\$14,850.00	17%	\$163,392.00
	Charge for Other Fringe Benefits	0%	\$1,347.50	0%	\$0.00
	Charge for Payroll Taxes	19%	\$191,951.76	10%	\$97,662.20
Consultant Recom'd FTE's	40.50	No. of FTEs (1 FTE=2080 Hours per Year)	36.10		37.50
Consultant Recom'd Wage Rate	\$12.69	Avg. Wage Rate Excl. Benefits & Taxes	\$13.60		\$12.69
Custodial Overtime	Charge for Wages		\$14,280.00		\$13,324.50
	Charge for Payroll Taxes	19%	\$2,684.64	10%	\$1,322.40
Required Hours	700	Number of Annual Hours	700		700
Consultant Recom'd Wage Rate	\$19.04	Avg. Wage Rate Excl. Benefits & Taxes	\$20.40		\$19.04
Custodial - Head/Leads	Charge for Wages		\$210,163.20		\$195,936.00
	Charge for Health Care Benefits	3%	\$5,670.00	14%	\$26,496.00
	Charge for Other Fringe Benefits	0%	\$210.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$39,510.68	10%	\$19,539.60
Consultant Recom'd FTE's	6.00	No. of FTEs (1 FTE=2080 Hours per Year)	6.00		6.00
Consultant Recom'd Wage Rate	\$15.70	Avg. Wage Rate Excl. Benefits & Taxes	\$16.84		\$15.70
Custodial Heads/Lead Overtime	Charge for Wages		\$3,334.32		\$3,108.60
	Charge for Payroll Taxes	18%	\$610.18	10%	\$310.80
Required Hours	132	Number of Annual Hours	132		132
Consultant Recom'd Wage Rate	\$23.55	Avg. Wage Rate Excl. Benefits & Taxes	\$25.26		\$23.55
Maintenance	Charge for Wages		\$535,600.00		\$498,576.00
	Charge for Health Care Benefits	2%	\$11,670.00	9%	\$44,160.00
	Charge for Other Fringe Benefits	0%	\$350.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$103,031.00	10%	\$49,857.60
Consultant Recom'd FTE's	10.00	No. of FTEs (1 FTE=2080 Hours per Year)	10.00		10.00
Consultant Recom'd Wage Rate	\$23.97	Avg. Wage Rate Excl. Benefits & Taxes	\$25.75		\$23.97
Prevailing Wages for Maintenance	Charge for Wages		\$100,740.00		\$91,182.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$18,942.88	10%	\$9,118.11
		Number of Hours 7-1-2015 to 6-30-2016	3,358		1,820
		Incremental Average Hourly Wage Rate	\$30.00		\$50.10
Maintenance Overtime	Charge for Wages		\$12,437.25		\$11,577.51
	Charge for Payroll Taxes	18%	\$2,276.02	10%	\$1,157.70
Required Hours	322	Number of Annual Hours	322		322
Consultant Recom'd Wage Rate	\$35.96	Avg. Wage Rate Excl. Benefits & Taxes	\$38.63		\$35.96
Grounds	Charge for Wages		\$136,572.80		\$145,184.00
	Charge for Health Care Benefits	4%	\$5,004.00	15%	\$22,080.00
	Charge for Other Fringe Benefits	0%	\$175.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$25,662.00	10%	\$14,518.40
Consultant Recom'd FTE's	5.00	No. of FTEs (1 FTE=2080 Hours per Year)	4.69		5.00
Consultant Recom'd Wage Rate	\$13.96	Avg. Wage Rate Excl. Benefits & Taxes	\$14.00		\$13.96
Lead Grounds	Charge for Wages		\$33,280.00		\$40,289.60
	Charge for Health Care Benefits	3%	\$1,134.00	11%	\$4,416.00
	Charge for Other Fringe Benefits	0%	\$35.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$6,256.64	10%	\$4,028.90
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	\$19.37	Avg. Wage Rate Excl. Benefits & Taxes	\$16.00		\$19.37
Grounds Overtime	Charge for Wages		\$13,728.00		\$12,549.68
	Charge for Payroll Taxes	18%	\$2,512.22	10%	\$1,259.00
Required Hours	572	Number of Annual Hours	572		572
Consultant Recom'd Wage Rate	\$22.29	Avg. Wage Rate Excl. Benefits & Taxes	\$24.00		\$21.94

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Comparison of Proposal Form A - PRICING					
Description	Details	Pritchard		Aramark	
		Percent	Total Charges	Percent	Total Charges
Courier	Charge for Wages		\$26,520.00		\$24,273.60
	Charge for Health Care Benefits	1%	\$390.00	18%	\$4,416.00
	Charge for Other Fringe Benefits	0%	\$35.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$4,985.76	10%	\$2,427.00
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hours per Year)	0.94		1.00
Consultant Recom'd Wage Rate	\$11.67	Avg. Wage Rate Excl. Benefits & Taxes	\$13.60		\$11.67
General Manager	Charge for Wages		\$86,000.00		\$102,000.00
	Charge for Health Care Benefits	3%	\$2,400.00	18%	\$18,530.00
	Charge for Other Fringe Benefits	0%	\$35.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$16,168.00	9%	\$9,385.00
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	\$49.04	Avg. Wage Rate Excl. Benefits & Taxes	\$41.35		\$49.04
Assistant/Maintenance Manager	Charge for Wages		\$86,000.00		\$65,000.00
	Charge for Health Care Benefits	3%	\$2,400.00	17%	\$11,050.00
	Charge for Other Fringe Benefits	0%	\$35.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$16,168.00	9%	\$6,019.00
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	\$31.25	Avg. Wage Rate Excl. Benefits & Taxes	\$41.35		\$31.25
Custodial Evening Supervisors	Charge for Wages		\$44,803.00		\$45,000.00
	Charge for Health Care Benefits	5%	\$2,400.00	17%	\$7,650.00
	Charge for Other Fringe Benefits	0%	\$35.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$8,422.96	10%	\$4,489.00
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	\$21.54	Avg. Wage Rate Excl. Benefits & Taxes	\$21.54		\$21.63
Clerical	Charge for Wages		\$43,992.00		\$32,780.80
	Charge for Health Care Benefits	1%	\$390.00	23%	\$7,650.00
	Charge for Other Fringe Benefits	0%	\$35.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$8,270.50	13%	\$4,412.00
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	\$15.76	Avg. Wage Rate Excl. Benefits & Taxes	\$21.15		\$15.76
Contractor Start Up Charges –					
Total amount amortized over 5 years: <i>Annual Charges</i>			\$2,006.12		\$0.00
Contractor Charge for Computerized Quality Assurance System					\$5,388.00
Contractor Charge for Office and or Warehouse Rent			\$1.00		\$0.00
Contractor Charge for Required Office Equipment			\$15,953.00		\$8,700.00
Contractor Charge for Supplies and On-Going Operating Costs			\$112,050.38		\$152,360.00
Contractor Management Fee		3.9%	\$122,728.38	4.2%	\$132,512.00
District Charge for Contract Monitoring			\$19,464.00		\$19,464.00
TOTAL CONTRACT CHARGE YEAR ONE			\$3,136,904.00		\$3,124,373.00
Increase for 2016-2017 - Input Dollar Amount		0.0%	\$0.00	2.0%	\$62,487.46
TOTAL CONTRACT CHARGE YEAR TWO			\$3,136,904.00		\$3,186,860.46
TOTAL CONTRACT CHARGE YEAR ONE AND TWO			\$6,273,808.00		\$6,311,233.46
Difference from Lowest Total 2 Year Contract Price			-		\$37,425.46
Total for Health Benefits			\$46,308.00		\$309,840.00
Total for Other Fringe Benefits			\$2,292.50		\$0.00
Total for Employee Payroll Taxes excluding overtime			\$439,370.18		\$221,456.81
Total FTE Count			62.73		64.50
Does FTE Count Match Proposal Form B Staffing?			No		Yes

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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. Proposer'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 three 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 pursuant to 18A:17-49. Must be fluent in English. Assistant/Maintenance Manager: <ol style="list-style-type: none"> Should have at least three 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 fluent in English. Custodial Supervisor/s: <ol style="list-style-type: none"> Should have at least three years' experience in managing a comparable sized public school district. Should have three 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. 	25%	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? 	24%	1 to 5
5. Proposers' 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

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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
6. Proposer'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, 2015? 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

5. Scoring:

Bernards Evaluations of Award Criteria for Custodial, Maintenance, Grounds & Management Services						
Evaluator: Roderic McLaughlin		Weighting	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Percent	Aramark	Pritchard	Aramark	Pritchard
Program Price:		15%	4.70	3.85	0.705	0.578
Proposer's capability and record of performance:		12%	4.50	3.60	0.540	0.432
On-Site Management:		25%	4.00	3.50	1.000	0.875
Staffing Viability		24%	4.74	4.53	1.138	1.087
Proposer's Proposed Program:		10%	4.80	4.80	0.480	0.480
Proposer's Start Up/Transition Plan:		14%	4.85	4.70	0.679	0.658
TOTALS		100%	27.59	24.98	4.542	4.110
Evaluator: Dave Harding		Weighting	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Percent	Aramark	Pritchard	Aramark	Pritchard
Program Price:		15%	4.00	3.00	0.600	0.450
Proposer's capability and record of performance:		12%	4.00	3.00	0.480	0.360
On-Site Management:		25%	4.00	2.00	1.000	0.500
Staffing Viability		24%	4.00	4.00	0.960	0.960
Proposer's Proposed Program:		10%	4.00	3.00	0.400	0.300
Proposer's Start Up/Transition Plan:		14%	5.00	3.00	0.700	0.420
TOTALS		100%	25.00	18.00	4.140	2.990
TOTALS						
Evaluator: Roderic McLaughlin		Weighting	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Percent	Aramark	Pritchard	Aramark	Pritchard
Program Price:		15%	8.70	6.85	1.305	1.028
Proposer's capability and record of performance:		12%	8.50	6.60	1.020	0.792
On-Site Management:		25%	8.00	5.50	2.000	1.375
Staffing Viability		24%	8.74	8.53	2.098	2.047
Proposer's Proposed Program:		10%	8.80	7.80	0.880	0.780
Proposer's Start Up/Transition Plan:		14%	9.85	7.70	1.379	1.078
TOTALS		100%	52.59	42.98	8.682	7.100

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6. Scoring Summary

- **Aramark: 8.682 Points** – Aramark ranked number one for Program Price because they more realistic benefit and payroll tax percentages. Contractor’s Capability and Record of Performance was based on the references provided as well as financial stability and was worthy of first place. Aramark’s financial statements were current and the average length of contracts with referenced NJ school districts was much longer indicating consistent performance. For On-Site Management, Aramark’s proposed candidates stood out as being the strongest. Their GM candidate has 13 years of experience as a GM in NJ schools and the proposed supervisor has two years of experience with the size of the District. The proposed staffing and benefits provided caused their proposal to be the more advantageous to the District in terms of Staffing Viability. Aramark also ranked first for Contractor’s Proposed Program because their plan was clearly depicted and showed a greater level of clarity in procedures. Their Startup/Transition Plan scored highest because it is extensive and provides ample detail as to operations.
- **Pritchard: 7.100 Points** - Pritchard earned the lower ranking for Program price because their benefit and payroll tax percentages were unrealistic. Their financial statements were two years old and their average length of contracts with NJ school districts was much lower than Aramark’s which led to their lower score for Capability and Record of Performance. In reviewing the resumes of Pritchard’s proposed candidates, they were found to be less advantageous to the District. Their candidate for General Manager lists 9 school Districts in the last 10 years and the Assistant GM has no school district experience. Pritchard received the lower score for Staffing Viability based upon their overall mix of staffing levels and benefits. They received the second place score for Contractor’s Proposed Program as they met the requirements of the RFP but were less comprehensive than Aramark. Finally their Startup Plan/Transition Plan ranked lower because it ends 4 weeks prior to the date dictated in the RFP, shows very little detail on maintenance & grounds, and has many very generic items.

7. Recommendation of the Bernards School District’s Facilities 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 Bernards School District.