Audit and Accountability Committee



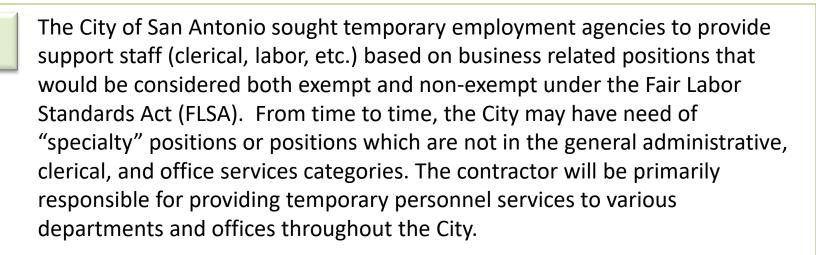
Post-Solicitation Briefing for Temporary Staffing Services

Date: September 22, 2021

Presented by: Renee Frieda, Interim Director

Human Resources Department

Solicitation Overview



Solicitation Type

 Request for Proposals (RFP)

Estimated Value

• \$20 million

Proposed Term

• 3 years with 2, 1 year extensions

Initial Score Matrix

RFP for Temporary Labor Personnel Services (21-028, 6100013689) Score Summary INITIAL EVALUATION July 29, 2021	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F	Vendor G	Vendor H
A - Experience, Background, Qualifications	40	37.60	33.80	26.00	23.60	21.00	20.20	17.20	15.00
B - Proposed Plan	30	28.20	26.40	22.00	14.20	18.40	17.00	17.20	15.40
A - B Sub-Total	70	65.80	60.20	48.00	37.80	39.40	37.20	34.40	30.40
C - Price	20	18.05	16.93	15.64	19.08	18.48	20.00	14.45	16.59
D - SBEDA - SBE Prime Contract Program	5	5.00	5.00	5.00	5.00	0.00	0.00	0.00	0.00
D - SBEDA - M/WBE Prime Contract Program	5	5.00	5.00	5.00	5.00	0.00	0.00	0.00	0.00
TOTAL SCORE	100	93.85	87.13	73.64	66.88	57.88	57.20	48.85	46.99
RANK BASED ON TOTAL SCORE		1	2	3	4	5	6	7	8

SBEDA Subcontracting Requirements: 10% M/WBE Subcontracting Goal Local Preference Program – Not Applicable
Veteran Owned Small Business Preference Program – Not Applicable

Final Score Matrix

RFP for Temporary Labor Personnel Services (21-028, 6100013689) Score Summary FINAL EVALUATION August 10, 2021	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D
A - Experience, Background, Qualifications	40	37.80	34.00	20.00	26.60
B - Proposed Plan	30	29.00	25.60	17.80	19.80
A - B Sub-Total	70	66.80	59.60	37.80	46.40
C - Price	20	18.05	16.93	15.64	19.08
D - SBEDA - SBE Prime Contract Program	5	5.00	5.00	5.00	5.00
D - SBEDA - M/WBE Prime Contract Program	5	5.00	5.00	5.00	5.00
TOTAL SCORE	100	94.85	86.53	63.44	75.48
RANK BASED ON TOTAL SCORE		1	2	4	3

SBEDA Subcontracting Requirements: 10% M/WBE Subcontracting Goal Local Preference Program – Not Applicable Veteran Owned Small Business Preference Program – Not Applicable

Post Evaluation

- After interviews, contract negotiations commenced with four highest ranked firms
- Staff recommends award of up to four firms upon completion of negotiations

Recommended Respondent Mark-Ups				
Non-Exempt	34 – 37%			
Exempt	34 – 37%			
Non-Exempt City Referral	30 – 36.5%			
Exempt City Referral	27 – 36.5%			
Non-Exempt Labor	40%*			
Non-Exempt Labor City Referral	36%*			

^{*}Labor Category specific to one respondent

Due Diligence

Finance and Audit Departments – Due Diligence Results

Number of vendors notified: 157

Number of vendors at pre-submittal 41

conference:

Number of responses received: 17 (9 proposals were deemed non-

responsive for failure to meet the 10%

M/WBE subcontracting requirement)

Results of Minimum Requirements Review No Material Findings

Results of Due Diligence Review No Material Findings