

Teaneck School District Evaluation Committee Report for the Custodial & Management Services RFP

1. List of Proposers:

- Aramark
- Atalian
- Pritchard

2. List of Evaluation Committee Members:

- Melissa Simmons
- Anthony D'Angelo
- Carla Starks

Evaluation Committee Report

3. Cost of Proposals (Ranked from lowest to highest four year and 5 month price):

Teaneck Comparison of Proposal Form A - PRICING								
Description	Details	Atalian		Pritchard		Aramark		
		Percent	Total Charges	Percent	Total Charges	Percent	Total Charges	
Contract Charge for the First 5 Months 2/1/19 To 6/30/19								
Custodial	Charge for Wages		\$262,201.60		\$267,289.60		\$270,910.56	
	Charge for Health Care Benefits	0%	\$0.00	2%	\$5,500.00	11%	\$29,449.21	
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00	0%	\$0.00	
	Charge for Payroll Taxes	19%	\$49,119.50	19%	\$51,586.89	14%	\$38,532.04	
Consultant Recom'd FTE's	20.00	848 Hrs (106 work days x 8 hrs per day)	20.00		20.00		20.00	
Consultant Recom'd Wage Rate	\$15.76	Avg. Wage Rate Excl. Benefits & Taxes	\$15.46	\$15.76	\$15.97	\$15.97	\$15.97	
Custodial Overtime	Charge for Wages		\$20,098.00		\$20,488.00		\$20,765.55	
	Charge for Payroll Taxes	17%	\$3,369.80	19%	\$3,954.18	14%	\$2,953.52	
Required Hours	867	Number of Annual Hours	867	867	867	867	867	
Consultant Recom'd Wage Rate	\$23.64	Avg. Wage Rate Excl. Benefits & Taxes	\$23.19	\$23.64	\$23.96	\$23.96	\$23.96	
Custodial - Head/Leads	Charge for Wages		\$41,874.24		\$42,866.40		\$44,214.72	
	Charge for Health Care Benefits	23%	\$9,750.00	2%	\$825.00	10%	\$4,417.38	
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00	0%	\$0.00	
	Charge for Payroll Taxes	19%	\$7,841.15	19%	\$8,273.22	14%	\$6,017.93	
Consultant Recom'd FTE's	3.00	848 Hrs (106 work days x 8 hrs per day)	3.00	3.00	3.00	3.00		
Consultant Recom'd Wage Rate	\$16.85	Avg. Wage Rate Excl. Benefits & Taxes	\$16.46	\$16.85	\$17.38	\$17.38		
Custodial Heads/Lead Overtime	Charge for Wages		\$3,209.70		\$3,285.75		\$3,389.10	
	Charge for Payroll Taxes	17%	\$538.20	19%	\$634.15	14%	\$461.28	
Required Hours	130	Number of Annual Hours	130	130	130	130		
Consultant Recom'd Wage Rate	\$25.28	Avg. Wage Rate Excl. Benefits & Taxes	\$24.69	\$25.28	\$26.07	\$26.07		
General Manager	Charge for Wages		\$28,408.00		\$31,392.11		\$32,173.12	
	Charge for Health Care Benefits	13%	\$3,750.00	4%	\$1,250.00	7%	\$2,301.42	
	Charge for Other Fringe Benefits	2%	\$500.00	6%	\$1,750.00	0%	\$0.00	
	Charge for Payroll Taxes	9%	\$2,676.75	19%	\$6,058.68	11%	\$3,422.58	
Consultant Recom'd FTE's	1.00	848 Hrs (106 work days x 8 hrs per day)	1.00	1.00	1.00	1.00		
Consultant Recom'd Wage Rate	\$37.26	Avg. Wage Rate Excl. Benefits & Taxes	\$33.50	\$37.02	\$37.94	\$37.94		
Custodial Evening Supervisor/s	Charge for Wages		\$0.00		\$19,364.93		\$19,563.36	
	Charge for Health Care Benefits	-	\$0.00	6%	\$1,250.00	12%	\$2,301.42	
	Charge for Other Fringe Benefits	-	\$0.00	9%	\$1,750.00	0%	\$0.00	
	Charge for Payroll Taxes	-	\$0.00	19%	\$3,737.43	13%	\$2,457.98	
Consultant Recom'd FTE's	1.00	848 Hrs (106 work days x 8 hrs per day)	0.00	1.00	1.00	1.00		
Consultant Recom'd Wage Rate	\$22.84	Avg. Wage Rate Excl. Benefits & Taxes	\$0.00	\$22.84	\$23.07	\$23.07		
Clerical	Charge for Wages		\$8,056.00		\$0.00		\$0.00	
	Charge for Health Care Benefits	0%	\$0.00	-	\$0.00	-	\$0.00	
	Charge for Other Fringe Benefits	0%	\$0.00	-	\$0.00	-	\$0.00	
	Charge for Payroll Taxes	11%	\$871.45	-	\$0.00	-	\$0.00	
Consultant Recom'd FTE's	0.00	848 Hrs (106 work days x 8 hrs per day)	0.50	0.00	0.00	0.00		
Consultant Recom'd Wage Rate	\$0.00	Avg. Wage Rate Excl. Benefits & Taxes	\$19.00	\$0.00	\$0.00	\$0.00		
Contractor Start Up Charges –								
Total amount amortized over 4.5 years:		Annual Charges						
			\$0.00		\$0.90		\$0.00	
Contractor Charge for Computerized Quality Assurance System			\$600.00		\$190.00		\$1,139.17	
Contractor Charge for Office and or Warehouse Rent			\$0.00		\$0.00		\$0.00	
Contractor Charge for Required Office Equipment			\$1,025.70		\$3,000.00		\$1,250.00	
Contractor Charge for Supplies and On-Going Operating Costs			\$2,304.15		\$12,754.57		\$47,541.93	
Contractor Management Fee			5.0%	\$23,480.76	2.5%	\$12,493.73	4.5%	\$24,884.00
Sub Total Contract Charge 5 Months 2/1/19 To 6/30/19				\$469,675.00		\$499,695.54	\$558,146.28	

Evaluation Committee Report

Description	Details	Atalian		Pritchard		Aramark	
		Percent	Total Charges	Percent	Total Charges	Percent	Total Charges
Contract Charge for Year Two 2019-2020							
Custodial	Charge for Wages		\$651,164.80		\$662,147.20		\$664,497.60
	Charge for Health Care Benefits	0%	\$0.00	2%	\$13,200.00	11%	\$72,233.91
	Charge for Other Fringe Benefits	0%	\$2,444.04	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$122,425.920	19%	\$127,794.41	14%	\$94,522.72
Consultant Recom'd FTE's	20.00	No. of FTEs (1 FTE=2080 Hours per Year)	20.00	20.00	20.00	20.00	
Consultant Recom'd Wage Rate	\$15.76	Avg. Wage Rate Excl. Benefits & Taxes	\$15.653	\$15.92	\$15.97	\$15.97	
Custodial Overtime	Charge for Wages		\$48,837.36		\$49,661.04		\$49,837.32
	Charge for Payroll Taxes	14%	\$6,992.04	19%	\$9,584.58	14%	\$7,088.44
	Required Hours	2080	Number of Annual Hours	2,080	2,080	2,080	
	Consultant Recom'd Wage Rate	\$23.64	Avg. Wage Rate Excl. Benefits & Taxes	\$23.48	\$23.88	\$23.96	\$23.96
Custodial - Head/Leads	Charge for Wages		\$103,995.84		\$106,192.32		\$108,451.20
	Charge for Health Care Benefits	24%	\$24,804.00	2%	\$1,980.00	10%	\$10,835.09
	Charge for Other Fringe Benefits	1%	\$757.20	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$19,543.68	19%	\$20,495.12	14%	\$15,025.12
Consultant Recom'd FTE's	3.00	No. of FTEs (1 FTE=2080 Hours per Year)	3.00	3.00	3.00	3.00	
Consultant Recom'd Wage Rate	\$16.85	Avg. Wage Rate Excl. Benefits & Taxes	\$16.67	\$17.02	\$17.38	\$17.38	
Custodial Heads/Lead Overtime	Charge for Wages		\$7,799.69		\$7,964.42		\$8,133.84
	Charge for Payroll Taxes	14%	\$1,116.60	19%	\$1,537.13	14%	\$1,126.88
	Required Hours	312	Number of Annual Hours	312	312	312	
	Consultant Recom'd Wage Rate	\$25.28	Avg. Wage Rate Excl. Benefits & Taxes	\$25.00	\$23.53	\$26.07	\$26.07
General Manager	Charge for Wages		\$70,551.52		\$77,769.12		\$78,915.20
	Charge for Health Care Benefits	14%	\$9,540.00	4%	\$3,000.00	7%	\$5,645.00
	Charge for Other Fringe Benefits	2%	\$1,241.76	5%	\$4,200.00	0%	\$0.00
	Charge for Payroll Taxes	9%	\$6,617.64	19%	\$15,009.44	11%	\$8,395.00
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hours per Year)	1.00	1.00	1.00	1.00	
Consultant Recom'd Wage Rate	\$37.26	Avg. Wage Rate Excl. Benefits & Taxes	\$33.92	\$37.39	\$37.94	\$37.94	
Custodial Evening Supervisor/s	Charge for Wages		\$0.00		\$47,975.20		\$47,985.60
	Charge for Health Care Benefits	-	\$0.00	6%	\$3,000.00	12%	\$5,645.00
	Charge for Other Fringe Benefits	-	\$0.00	9%	\$4,200.00	0%	\$0.00
	Charge for Payroll Taxes	-	\$0.00	19%	\$9,259.21	13%	\$6,029.00
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hours per Year)	0.00	0.00	1.00	1.00	
Consultant Recom'd Wage Rate	\$22.84	Avg. Wage Rate Excl. Benefits & Taxes	\$0.00	\$23.07	\$23.07	\$23.07	
Clerical	Charge for Wages		\$20,007.52		\$0.00		\$0.00
	Charge for Health Care Benefits	0%	\$0.00	-	\$0.00	-	\$0.00
	Charge for Other Fringe Benefits	0%	\$0.00	-	\$0.00	-	\$0.00
	Charge for Payroll Taxes	11%	\$2,162.88	-	\$0.00	-	\$0.00
Consultant Recom'd FTE's	0.00	No. of FTEs (1 FTE=2080 Hours per Year)	0.50	0.00	0.00	0.00	
Consultant Recom'd Wage Rate	\$0.00	Avg. Wage Rate Excl. Benefits & Taxes	\$19.24	\$0.00	\$0.00	\$0.00	
Contractor Start Up Charges –							
Total amount amortized over 4.5 years: Annual Charges			\$0.00	\$4.50	\$0.90		\$0.00
Contractor Charge for Computerized Quality Assurance System			\$0.00		\$190.00		\$2,734.00
Contractor Charge for Office and or Warehouse Rent			\$0.00		\$0.00		\$0.00
Contractor Charge for Required Office Equipment			\$1,405.68		\$3,087.72		\$3,000.00
Contractor Charge for Supplies and On-Going Operating Costs			\$5,529.96		\$8,770.44		\$114,100.64
Contractor Management Fee		5.0%	\$58,261.87	2.7%	\$32,368.00	4.5%	\$60,817.46
Sub Total Contract Charge Year Two 2019-2020			\$1,165,200.00		\$1,209,386.26		\$1,365,019.02
CONTRACT CHARGE SUMMARY							
Sub Total Contract Charge 5 Months 2/1/19 To 6/30/19			\$469,675.00		\$499,695.54		\$558,146.28
Sub Total Contract Charge Year Two 2019-2020			\$1,165,200.00		\$1,209,386.26		\$1,365,019.02
Increase for 2020-2021 - Input Dollar Amount		3.1%	\$36,300.00	1.6%	\$19,412.48	2.0%	\$27,300.00
TOTAL CONTRACT CHARGE YEAR THREE 2020-2021			\$1,201,500.00		\$1,228,798.74		\$1,392,319.02
Increase for 2021-2022 - Input Dollar Amount		2.6%	\$30,780.00	1.5%	\$17,826.43	2.0%	\$27,847.00
TOTAL CONTRACT CHARGE YEAR FOUR (2021-2022)			\$1,232,280.00		\$1,246,625.17		\$1,420,166.02
Increase for 2022-2023 - Input Dollar Amount		2.6%	\$31,572.00	1.6%	\$19,943.33	2.0%	\$28,403.00
TOTAL CONTRACT CHARGE YEAR FIVE (2022-2023)			\$1,263,852.00		\$1,266,568.50		\$1,448,569.02
TOTAL CONTRACT CHARGE FOR FIVE YEARS			\$5,332,507.00		\$5,451,074.22		\$6,184,219.36

Evaluation Committee Report

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. 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: On- site Manager(s): <ul style="list-style-type: none"> • Should have at least two years' experience in managing a comparable sized public-school district. • Should have four years' experience in the custodial management industry. • Must have a high school diploma or GED equivalent diploma. • Must be in the process of obtaining or have a Black Seal License. • Must be fluent in English. On- site Supervisor(s): <ul style="list-style-type: none"> • Should have at least one-year experience in managing a comparable sized educational institution. • Should have a high school diploma or GED equivalent diploma. • Must be in the process of obtaining or have a Black Seal License. • Must be fluent in English. 	25%	1 to 5
4. Staffing Viability: Considers whether proposed wages and staffing levels are sufficient to recruit and maintain a stable workforce by the proposed wage rates to the following: <ul style="list-style-type: none"> • The NJ Dept. of Labor's most current New Jersey Department of Labor OES survey for median average wages for the District's county for custodial, management and clerical positions as detailed in Exhibit 6. • The current outsourced average wage rates and wages as detailed in Exhibit 6 wage rates. • 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, management and clerical staff sufficient to meet the Scope of Work in this RFP? 	24%	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 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 May 30, 2019? Did it detail the additional management and resources they shall be providing as well as the startup task, 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 and training? Was it submitted in Excel format or a Gantt chart?	14%	1 to 5

Evaluation Committee Report

5. Scoring:

TOTALS							
CRITERIA	Weighing Percent	Points Awarded (1 to 5)			Weighted Points		
		Atalian	Aramark	Prichard	Atalian	Aramark	Prichard
Program Price:	15%	15.00	12.00	13.50	2.25	1.80	2.03
Contractor's capability and record of performance:	12%	10.00	14.50	12.00	1.20	1.74	1.44
On-Site Management:	25%	7.50	14.50	10.50	1.88	3.63	2.63
Staffing Viability	24%	7.50	14.00	10.50	1.80	3.36	2.52
Contractor's Proposed Program:	10%	8.00	14.00	10.50	0.80	1.40	1.05
Contractor's Start Up/Transition Plan:	14%	10.50	15.00	11.50	1.47	2.10	1.61
TOTALS	100%	58.50	84.00	68.50	9.40	14.03	11.27

6. Scoring Summary

- a. **Aramark: 14.03** – Aramark ranked third for Program Price because they had the highest four year and five-month year price. Contractor's Capability and Record of Performance was based on the references provided, their performance at Teaneck, 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 therefore received the highest score. The proposed staffing, wages and benefits provided caused their proposal to be the most advantageous to the District in terms of Staffing Viability, therefore received the highest score. Aramark ranked highest in the Contractor's Proposed Program and the Contractor's Startup/Transition Plan as they met the requirements of the RFP.
- b. **Pritchard: 11.27 Points** - Pritchard had the second lowest price which earned them the second place for Program price. Their references were good enough to earn second place for Contractor's Capability and Record of Performance. In reviewing the resume and the interview of Pritchard's proposed candidate, they were given the second highest score for On-Site Management. Pritchard received a second-place score for Staffing Viability. They also received second place score for Contractor's Proposed Program. Finally, their Startup Plan/Transition Plan ranked second in comparison to the comprehensiveness and detail of the other proposers.
- c. **Atalian: 9.40 Points** - Atalian had the lowest price therefore the highest score. They scored third for Contractor's Capability and Record of Performance. Atalian's proposed candidate scored third amongst the companies for On-Site Management. Atalian also scored third in Staffing Viability. They had the third lowest score for the Contractors Proposed Program and also had the third lowest score for their Transition Plan.

7. Recommendation of the Teaneck School District's Custodial RFP Evaluation Committee:

- Upon review of the proposals submitted and based upon the RFP evaluation criteria, the committee concludes that Aramark's proposal is most advantageous for the Teaneck School District.