

Bernards School District Evaluation Committee Report for the Custodial, Maintenance, Grounds & Management Services RFP

1. List of Proposers:

- Aramark
- Pritchard
- ABM (withdrew their proposal, therefore was not evaluated)

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2. 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 - Full Time	Charge for Wages		\$1,394,172.00		\$1,454,502.40
	Charge for Health Care Benefits	24%	\$338,299.52	29%	\$414,671.04
	Charge for Other Fringe Benefits	1%	\$14,985.00	6%	\$85,379.95
	Charge for Payroll Taxes	19%	\$264,892.68	9%	\$135,319.00
Consultant Recom'd FTE's	0.00	No. of FTEs (1 FTE=2080 Hours per Year)	40.50		41.80
Consultant Recom'd Wage Rate	\$13.47	Avg. Wage Rate Excl. Benefits & Taxes	\$16.55		\$16.73
Custodial - Part Time	Charge for Wages		\$0.00		\$0.00
	Charge for Health Care Benefits	0%	\$0.00	0%	\$0.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	0%	\$0.00	0%	\$0.00
Consultant Recom'd FTE's	42.80	No. of FTEs (1 FTE=1404 Hours per Year)	0.00		0.00
Consultant Recom'd Wage Rate	\$13.47	Avg. Wage Rate Excl. Benefits & Taxes	\$0.00		\$0.00
Custodial Overtime	Charge for Wages		\$17,377.50		\$17,565.65
	Charge for Payroll Taxes	19%	\$3,301.73	8%	\$1,348.00
	Required Hours	700	Number of Annual Hours	700	
Consultant Recom'd Wage Rate	\$20.21	Avg. Wage Rate Excl. Benefits & Taxes	\$24.83		\$25.09
Custodial - Enhanced	Charge for Wages		\$231,504.00		\$233,646.40
	Charge for Health Care Benefits	22%	\$50,118.45	25%	\$59,238.72
	Charge for Other Fringe Benefits	1%	\$2,220.00	6%	\$13,766.49
	Charge for Payroll Taxes	19%	\$43,985.76	9%	\$21,324.00
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	\$14.41	Avg. Wage Rate Excl. Benefits & Taxes	\$18.55		\$18.72
Custodial Enhanced Overtime	Charge for Wages		\$3,672.90		\$3,706.89
	Charge for Payroll Taxes	19%	\$697.85	8%	\$285.00
	Required Hours	132	Number of Annual Hours	132	
Consultant Recom'd Wage Rate	\$21.62	Avg. Wage Rate Excl. Benefits & Taxes	\$27.83		\$28.08
Maintenance	Charge for Wages		\$507,686.40		\$518,044.80
	Charge for Health Care Benefits	15%	\$75,177.67	17%	\$88,858.08
	Charge for Other Fringe Benefits	1%	\$3,330.00	6%	\$30,821.84
	Charge for Payroll Taxes	19%	\$96,460.42	9%	\$44,807.00
Consultant Recom'd FTE's	9.00	No. of FTEs (1 FTE=2080 Hours per Year)	9.00		9.00
Consultant Recom'd Wage Rate	\$25.44	Avg. Wage Rate Excl. Benefits & Taxes	\$27.12		\$27.67

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Comparison of Proposal Form A - PRICING					
Description	Details	Pritchard		Aramark	
		Percent	Total Charges	Percent	Total Charges
Prevailing Wages for Maintenance	Charge for Wages		\$112,320.00		\$75,000.00
	Charge for Other Fringe Benefits	0%	\$0.00	6%	\$4,350.00
	Charge for Payroll Taxes	19%	\$21,340.80	9%	\$7,026.00
	Number of Hours 7-1-2015 to 6-30-2016	2,496		5,616	
	Incremental Average Hourly Wage Rate	\$45.00		\$13.35	
Maintenance Overtime	Charge for Wages		\$13,098.96		\$13,366.22
	Charge for Payroll Taxes	19%	\$2,488.80	8%	\$1,022.00
Required Hours 322	Number of Annual Hours	322		322	
Consultant Recom'd Wage Rate \$38.16	Avg. Wage Rate Excl. Benefits & Taxes	\$40.68		\$41.51	
Grounds	Charge for Wages		\$192,920.00		\$239,657.60
	Charge for Health Care Benefits	22%	\$41,765.37	25%	\$59,238.72
	Charge for Other Fringe Benefits	1%	\$1,850.00	6%	\$14,870.81
	Charge for Payroll Taxes	19%	\$36,654.80	9%	\$21,781.00
	Consultant Recom'd FTE's 2.00	No. of FTEs (1 FTE=2080 Hours per Year)	5.00		6.00
Consultant Recom'd Wage Rate \$14.81	Avg. Wage Rate Excl. Benefits & Taxes	\$18.55		\$19.20	
Grounds - Part Time	Charge for Wages		\$0.00		\$0.00
	Charge for Health Care Benefits	0%	\$0.00	0%	\$0.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	0%	\$0.00	0%	\$0.00
	Consultant Recom'd FTE's 4.00	No. of FTEs (1 FTE=1404 Hours per Year)	0.00		0.00
Consultant Recom'd Wage Rate \$14.81	Avg. Wage Rate Excl. Benefits & Taxes	\$0.00		\$0.00	
Lead Grounds	Charge for Wages		\$43,700.80		\$47,500.00
	Charge for Health Care Benefits	19%	\$8,353.07	16%	\$7,600.00
	Charge for Other Fringe Benefits	1%	\$370.00	6%	\$2,755.00
	Charge for Payroll Taxes	19%	\$8,303.15	9%	\$4,209.00
	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 \$20.56	Avg. Wage Rate Excl. Benefits & Taxes	\$21.01		\$22.84	
Grounds Overtime	Charge for Wages		\$18,310.22		\$16,735.71
	Charge for Payroll Taxes	19%	\$3,478.94	8%	\$1,284.00
	Required Hours 572	Number of Annual Hours	581		581
Consultant Recom'd Wage Rate \$22.22	Avg. Wage Rate Excl. Benefits & Taxes	\$31.52		\$28.81	
Courier	Charge for Wages		\$34,424.00		\$34,944.00
	Charge for Health Care Benefits	24%	\$8,353.07	28%	\$9,873.12
	Charge for Other Fringe Benefits	1%	\$370.00	6%	\$2,026.75

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Comparison of Proposal Form A - PRICING					
Description	Details	Pritchard		Aramark	
		Percent	Total Charges	Percent	Total Charges
	Charge for Payroll Taxes	19%	\$6,540.56	9%	\$3,249.00
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=1404 Hours per Year)	1.00		
Consultant Recom'd Wage Rate	\$12.38	Avg. Wage Rate Excl. Benefits & Taxes	\$16.55	\$16.80	
General Manager	Charge for Wages		\$109,000.00		\$109,000.00
	Charge for Health Care Benefits	7%	\$7,800.00	16%	\$17,440.00
	Charge for Other Fringe Benefits	0%	\$0.00	6%	\$6,322.00
	Charge for Payroll Taxes	19%	\$20,710.00	8%	\$8,914.00
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hours per Year)	1.00		
Consultant Recom'd Wage Rate	\$52.40	Avg. Wage Rate Excl. Benefits & Taxes	\$52.40	\$52.40	
Maintenance Manager	Charge for Wages		\$81,000.00		\$0.00
	Charge for Health Care Benefits	10%	\$7,800.00	0%	\$0.00
	Charge for Other Fringe Benefits	0%	\$0.00	0%	\$0.00
	Charge for Payroll Taxes	19%	\$15,390.00	0%	\$0.00
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hours per Year)	1.00	0.00	
Consultant Recom'd Wage Rate	\$38.94	Avg. Wage Rate Excl. Benefits & Taxes	\$38.94	\$0.00	
Custodial Evening Supervisor/s	Charge for Wages		\$0.00		\$47,500.00
	Charge for Health Care Benefits	0%	\$0.00	16%	\$7,600.00
	Charge for Other Fringe Benefits	0%	\$0.00	6%	\$2,755.00
	Charge for Payroll Taxes	0%	\$0.00	9%	\$4,209.00
Consultant Recom'd FTE's	0.00	No. of FTEs (1 FTE=2080 Hours per Year)	0.00	1.00	
Consultant Recom'd Wage Rate	\$0.00	Avg. Wage Rate Excl. Benefits & Taxes	\$0.00	\$22.84	
Clerical	Charge for Wages		\$50,003.20		\$50,628.24
	Charge for Health Care Benefits	16%	\$7,800.00	6%	\$3,174.21
	Charge for Other Fringe Benefits	0%	\$0.00	6%	\$2,936.44
	Charge for Payroll Taxes	19%	\$9,500.61	9%	\$4,448.00
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	\$16.72	Avg. Wage Rate Excl. Benefits & Taxes	\$24.04	\$24.34	
Contractor Start Up Charges –					
Total amount amortized over 5 years:		<i>Annual Charges</i>	\$23,077	\$4,615.45	\$0.00
Contractor Equipment Budget/Pool : <i>All Proposed \$0.00</i>					
Total amount amortized over 5 years:	\$0.00	<i>Annual Charges</i>		\$0.00	\$0.00
Contractor Charge for Computerized Quality Assurance System				\$2,500.01	\$480.00
Contractor Charge for Office and or Warehouse Rent				\$0.00	\$0.00
Contractor Charge for Required Office Equipment				\$0.00	\$30,098.23

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Comparison of Proposal Form A - PRICING					
Description	Details	Pritchard		Aramark	
		Percent	Total Charges	Percent	Total Charges
Contractor Charge for Supplies and On-Going Operating Costs			\$145,142.76		\$75,491.23
Contractor Management Fee		1.0%	\$40,637.86	3.5%	\$147,281.83
TOTAL CONTRACT CHARGE YEAR ONE (2021-2022)			\$4,104,424.32		\$4,208,052.37
Increase for 2022-2023 - Input Dollar Amount		11.7%	\$480,341.64	11.5%	\$483,926.02
TOTAL CONTRACT CHARGE YEAR TWO (2022-2023)			\$4,584,765.95		\$4,691,978.39
TOTAL CONTRACT CHARGE YEAR ONE AND TWO			\$8,689,190.27		\$8,900,030.76

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3. 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.	20%	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 five 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 or obtain it within two years of contract start date. 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 be a NJ Certified Educational Facilities Manager (CEFM) pursuant to 18A:17-49 or obtain it within two years of contract start date 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 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. 	20%	1 to 5
4. Staffing Viability: Considers whether proposed wages and staffing levels and mix of full time and part time positions are sufficient to recruit and maintain a stable workforce and keep costs down by comparing the proposed wage rates and mix of full time and part time positions 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 Full Time and Part Time 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. 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	14%	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
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, 2021? 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?		

4. Scoring:

Evaluations of Award Criteria for Bernards Custodial, Maintenance, Grounds & Management Services RFP					
	Weighing Percent	Points Awarded (1 to 5)		Weighted Points	
CRITERIA		Aramark	Pritchard	Aramark	Pritchard
Program Price:	20%	12.50	14.00	2.50	2.80
Contractor's capability and record of performance:	12%	15.00	12.50	1.80	1.50
On-Site Management:	20%	15.00	10.50	3.00	2.10
Staffing Viability	24%	14.50	11.00	3.48	2.64
Contractor's Proposed Program:	10%	15.00	15.00	1.50	1.50
Contractor's Start Up/Transition Plan:	14%	15.00	14.50	2.10	2.03
TOTALS	100%	87.00	77.50	14.38	12.57

5. Scoring Summary

- a. **Aramark: 14.38 Points** – Aramark ranked number two for Program Price because they had the highest two-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 because they demonstrated that they had the systems, procedures and corporate support to achieve success through the life of the contract. 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 tied for first in the Contractor's Proposed Program criteria. Aramark's score in first place for Contractor's Startup/Transition Plan because of the detail of their plan.
- b. **Pritchard: 12.57 Points** - Pritchard had the lowest price which earned them the highest 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 and the interview 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. Pritchard tied for first in the Contractor's Proposed Program criteria. Pritchard ranked second in their Startup Plan/Transition Plan.

6. Recommendation of the Bernards 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 Bernards School District.