

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

1. List of Proposers:

- Talarico
- S.J. Services
- Aramark
- Pritchard
- GDI
- ABM

2. List of Evaluation Committee Members:

- Joseph Mondanaro, Business Administrator
- Peter Riffel, Director of Buildings and Grounds

Evaluation Committee Report

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

ROXBURY COST COMPARISON OVER 5 YEARS														
		Talarico		SJ Services		Aramark		Pritchard		GDI		ABM		
Description		Details	Percent	Total Charges	Percent	Total Charges	Percent	Total Charges	Percent	Total Charges	Percent	Total Charges	Percent	Total Charges
Custodial		Charge for Employee Wages		\$7,361,827.20		\$6,507,446.40		\$6,632,426.26		\$6,971,328.00		\$7,316,618.40		\$7,168,524.57
		Charge for Health Care Benefits	18%	\$1,345,419.40	22%	\$1,444,678.00	45%	\$2,956,798.00	36%	\$2,533,466.63	35%	\$2,590,605.41	38%	\$2,717,412.89
		Charge for Other Fringe Benefits	4%	\$259,912.84	12%	\$782,550.00	7%	\$470,024.28	2%	\$138,247.20	3%	\$184,544.06	4%	\$321,971.07
		Charge for Payroll Taxes	12%	\$883,582.08	19%	\$1,268,949.00	10%	\$632,231.26	19%	\$1,317,580.99	15%	\$1,098,152.68	7%	\$504,976.48
Consultant Recom'd FTE's	31.50	No. of FTEs (1 FTE=2080 Hrs. per Yr.) -	31.50		31.50		31.50		31.50		31.50		31.50	
Cnslt. Recom'd Wage Rate	\$18.44	Avg. Hrlly. Wage Rate (Excl. Benes. & Taxes) -	\$22.47		\$19.86		\$20.25		\$21.28		\$22.33		\$21.88	
Custodial Overtime		Charge for Employee Wages		\$518,766.12		\$458,560.44		\$467,367.40		\$491,248.80		\$515,580.39		\$505,144.66
		Charge for Payroll Taxes	12%	\$62,226.01	19%	\$89,416.00	10%	\$44,551.46	19%	\$92,846.02	13%	\$65,262.98	12%	\$58,813.23
Required Hours	3078	Number of Annual Hours	15,390		15,390		15,390		15,390		15,390		-	
Cnslt. Recom'd Wage Rate	\$27.66	Avg. Wage Rate Excl. Benefits & Taxes	\$33.71		\$29.80		\$30.37		\$31.92		\$33.50		\$32.82	
Custodial - Head/Leads		Charge for Employee Wages		\$1,752,150.40		\$1,614,267.20		\$1,617,530.71		\$1,694,784.00		\$1,715,022.40		\$1,729,250.43
		Charge for Health Care Benefits	23%	\$403,045.03	39%	\$634,736.00	42%	\$680,477.17	33%	\$562,992.59	35%	\$597,377.05	38%	\$663,658.53
		Charge for Other Fringe Benefits	4%	\$68,848.56	12%	\$199,634.00	7%	\$112,792.66	2%	\$30,721.60	2%	\$40,383.21	7%	\$126,433.50
		Charge for Payroll Taxes	12%	\$210,494.86	19%	\$314,778.00	9%	\$150,664.36	19%	\$320,314.18	15%	\$254,391.90	12%	\$201,682.44
Consultant Recom'd FTE's	7.00	No. of FTEs (1 FTE=2080 Hrs. per Yr.) -	7.00		7.00		7.00		7.00		7.00		7.00	
Cnslt. Recom'd Wage Rate	\$20.75	Avg. Hrlly. Wage Rate (Excl. Benes. & Taxes) -	\$24.07		\$22.17		\$22.22		\$23.28		\$23.56		\$23.75	
Custodial Heads/Lead Overtime		Charge for Employee Wages		\$101,446.62		\$93,463.41		\$93,652.36		\$98,125.20		\$99,296.97		\$100,120.75
		Charge for Payroll Taxes	12%	\$12,180.68	19%	\$18,221.00	9%	\$8,723.22	19%	\$18,545.66	13%	\$12,557.85	12%	\$11,747.62
Required Hours	562	Number of Annual Hours	2,810		2,810		2,810		2,810		2,810		-	
Cnslt. Recom'd Wage Rate	\$31.13	Avg. Wage Rate Excl. Benefits & Taxes	\$36.10		\$33.26		\$33.33		\$34.92		\$35.34		\$35.63	
General Manager		Charge for Employee Wages		\$539,760.00		\$509,620.80		\$517,279.08		\$495,872.00		\$519,979.20		\$510,580.98
		Charge for Health Care Benefits	19%	\$100,547.30	12%	\$60,966.00	30%	\$155,183.72	9%	\$45,000.00	8%	\$42,247.32	8%	\$41,131.48
		Charge for Other Fringe Benefits	4%	\$20,615.42	5%	\$24,317.00	6%	\$32,803.29	0%	\$0.00	0%	\$0.00	3%	\$14,645.51
		Charge for Payroll Taxes	12%	\$64,755.67	19%	\$99,374.00	9%	\$44,153.01	19%	\$93,719.81	14%	\$70,549.12	11%	\$55,756.34
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hrs. per Yr.) -	1.00		1.00		1.00		1.00		1.00		1.00	
Cnslt. Recom'd Wage Rate	\$46.15	Avg. Hrlly. Wage Rate (Excl. Benes. & Taxes) -	\$51.90		\$49.00		\$49.74		\$47.68		\$50.00		\$49.09	
Custodial Evening Supervisor/s		Charge for Employee Wages		\$333,756.80		\$302,598.40		\$307,116.94		\$300,872.00		\$308,734.40		\$303,164.51
		Charge for Health Care Benefits	13%	\$42,702.14	20%	\$60,966.00	30%	\$92,135.08	15%	\$45,000.00	14%	\$42,247.32	8%	\$24,421.80
		Charge for Other Fringe Benefits	4%	\$13,283.22	6%	\$18,912.00	6%	\$19,475.84	0%	\$0.00	0%	\$0.00	3%	\$8,695.78
		Charge for Payroll Taxes	12%	\$40,063.56	19%	\$59,003.00	9%	\$27,499.53	19%	\$56,864.81	14%	\$43,817.62	10%	\$30,483.76
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hrs. per Yr.) -	1.00		1.00		1.00		1.00		1.00		1.00	
Cnslt. Recom'd Wage Rate	\$27.40	Avg. Hrlly. Wage Rate (Excl. Benes. & Taxes) -	\$32.09		\$29.10		\$29.53		\$28.93		\$29.69		\$29.15	
Clerical		Charge for Employee Wages		\$278,241.60		\$262,496.00		\$243,850.78		\$263,224.00		\$267,904.00		\$263,097.12
		Charge for Health Care Benefits	15%	\$42,702.14	23%	\$60,966.00	9%	\$21,732.76	0%	\$0.00	16%	\$42,247.32	8%	\$21,192.33
		Charge for Other Fringe Benefits	4%	\$10,837.36	4%	\$10,233.00	6%	\$15,154.33	0%	\$0.00	0%	\$0.00	6%	\$15,656.23
		Charge for Payroll Taxes	12%	\$33,374.99	19%	\$51,185.00	9%	\$21,598.65	19%	\$49,749.34	14%	\$38,656.91	11%	\$28,727.54
Consultant Recom'd FTE's	1.00	No. of FTEs (1 FTE=2080 Hrs. per Yr.) -	1.00		1.00		1.00		1.00		1.00		1.00	
Cnslt. Recom'd Wage Rate	\$23.78	Avg. Hrlly. Wage Rate (Excl. Benes. & Taxes) -	\$26.75		\$25.24		\$23.45		\$25.31		\$25.76		\$25.30	
Contractor Start Up Charges – attach detail breakdown														
Years total amount amortiz	5 Years		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,562.48	\$38,562.48
Contractor Equipment Bud	=	\$100,000												
Years total amount amortiz	5 Total Equip. Budget Pool Amount		\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Contractor Charge for Computerized Quality Assurance System			\$42,280.00		\$6,000.00		\$2,654.57		\$2,550.00		\$6,499.59		\$3,992.28	
Contractor Charge for Office and or Warehouse Rent			\$71,250.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	
Contractor Charge for Required Office Equipment			\$48,105.00		\$20,000.00		\$37,467.63		\$2,500.00		\$269,602.87		\$11,593.32	
Contractor Charge for Supplies & On-Going Operating Costs			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	
Enter Cost Per Employee =		Input Cost for Employee	\$1,289.57	\$267,585.36	\$2,188.77	\$486,795.00	\$2,188.77	\$454,170.43	\$2,773.76	\$575,554.94	\$202.04	\$41,923.30	\$569.12	\$118,091.52
Contractor Management Fee			3.6%	\$569,853.47	2.5%	\$550,000.00	2.5%	\$409,137.11	1.4%	\$236,407.69	5.5%	\$955,775.31	10.5%	\$1,856,445.56
District Charge for Contract Monitoring				\$137,616.00		\$137,616.00		\$137,616.00		\$137,616.00		\$137,616.00		\$137,616.00
Total Contract Charge Over Five Years				\$15,737,229.83		\$16,247,747.65		\$16,506,267.90		\$16,675,131.45		\$17,377,593.58		\$17,693,590.71

Evaluation Committee Report

4. Evaluation Criteria - The following were the criteria used by the committee in evaluating the proposals:

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 by 7-1-2025. • For public safety requirements and in case of an emergency, all Contractor employees must be fluent in English and able to effectively communicate with the District's staff, fire, police and the public in the respective buildings by being able to read, write, speak and understand English. Daytime custodians must also be capable of communicating effectively both in-person as well as via email 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 by 7-1-2025. • Must be fluent in English and Spanish 	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 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? • Can the Contractor meet the black seal requirement? 	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 September 30, 2025? 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: The following are the actual and weighted points for each proposer:

TOTALS													
CRITERIA	Weighing Percent	Points Awarded (1 to 5)						Weighted Points					
		Talarico	SJ	Aramark	Pritchard	GDI	ABM	Talarico	SJ	Aramark	Pritchard	GDI	ABM
Program Price:	15%	10.00	9.00	8.00	7.00	6.00	5.00	1.50	1.35	1.20	1.05	0.90	0.75
Contractor's capability and record of performance:	12%	2.00	6.00	2.00	10.00	4.00	8.00	0.24	0.72	0.24	1.20	0.48	0.96
On-Site Management:	25%	4.00	6.00	2.00	10.00	2.00	6.00	1.00	1.50	0.50	2.50	0.50	1.50
Staffing Viability	24%	9.00	5.00	6.00	7.00	8.00	8.00	2.16	1.20	1.44	1.68	1.92	1.92
Contractor's Proposed Program:	10%	9.00	3.00	6.00	8.00	8.00	7.00	0.90	0.30	0.60	0.80	0.80	0.70
Contractor's Start Up/Transition Plan:	14%	7.00	5.00	8.00	10.00	5.00	7.00	0.98	0.70	1.12	1.40	0.70	0.98
TOTALS	100%	41.00	34.00	32.00	52.00	33.00	41.00	6.78	5.77	5.10	8.63	5.30	6.81

6. Scoring Summary:

- Pritchard: 8.63 Points** – Pritchard ranked fourth for Program Price because they had the fourth highest 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, Pritchard's proposed candidate stood out as being the strongest, earning first place. The proposed staffing, wages and benefits provided caused their proposal to be in third place for Staffing Viability. Pritchard also tied for second in the Contractor's Proposed Program. They ranked first for 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.
- ABM: 6.81 Points** - ABM had the highest price, a number six ranking. The school districts served, and references had them placed second for Contractor's Capability and Record of Performance. ABM's proposed candidate ranked tied for second amongst the companies for On-Site Management. ABM also tied for second for Staffing Viability. They ranked third for the Contractors Proposed Program and came in third for their Start Up/Transition Plan.
- Talarico: 6.78 Points** - Talarico had the lowest five-year contract price and scored in first place in points awarded for pricing. Their list of school districts served, and references ranked fifth regarding Contractor's Capability and Record of Performance. In reviewing their proposed candidate's resume, they scored third for On-Site Management. Talarico ranked first in Staffing Viability and Contractor's Proposed Program. Their Start Up/Transition Plan ranked in third place.
- SJ Services: 5.77 Points** - SJ Services had the second lowest price which earned second place ranking for Program price. Their references were good enough to place third for Contractor's Capability and Record of Performance. In reviewing the resume of SJ Services' proposed candidate, they were tied for second place for On-Site Management. SJ Services received fifth place score for Staffing Viability. They received fifth place for Contractor's Proposed Program. They tied for fourth place for their Startup Plan/Transition Plan.
- GDI: 5.30 Points** - GDI had the fifth highest price which earned them the fifth place ranking for Program price. They scored in fourth place for Contractor's Capability and Record of Performance. In reviewing the resume of GDI's proposed candidate, they were tied for fourth place for On-Site Management. GDI tied for second place for Staffing Viability. They tied for second place for their Contractor's Proposed Program. They scored in fourth place for their Startup Plan/Transition Plan.
- Aramark: 5.10 Points** - Aramark had the third highest price which earned them the third place ranking for Program price. They tied for fifth place for Contractor's Capability and Record of Performance. In reviewing the resume of Aramark's proposed candidate, they were tied for fourth for On-Site Management. Aramark received the fourth place score for Staffing Viability and for their Contractor's Proposed Program. They ranked second place for their Startup Plan/Transition Plan.

Evaluation Committee Report

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

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