



THE SCHOOL DISTRICT OF ESCAMBIA COUNTY
PURCHASING DEPARTMENT
75 North Pace Blvd.
Pensacola, FL 32505

BID AWARD NOTICE

DATE:
June 5, 2015

BID TITLE & REFERENCE:
District Wide Job Classification and Compensation Study, RFP #152301

DESCRIPTION OF PURCHASE:

The District solicited proposals from qualified human resource firms for the purpose of conducting a comprehensive District Wide Job Classification and Compensation Study for Educational Support, Administrative and Professional Personnel. The key objectives of this project include but are not limited to:

- Recommendation of wage scales to improve external competitiveness and internal equity.
- Development of complete classification descriptions with defensible minimum requirements.
- Development of compensation administration methods to attract and retain valuable employees.
- Completion of the project within six (6) months to one (1) year of an award by the School Board.

Award to the top responder ranked by the Evaluation Committee that met specifications, Evergreen Solutions, LLC.

REQUESTED BY:

Human Resource Services

SUPPLIER NAME:

Evergreen Solutions, LLC, Tallahassee, FL

AMOUNT OF PURCHASE:

\$220,000.00 / Est.

FUNDING SOURCE:

General Fund (1110) – Regular Operations – Department (0100)

METHOD OF PROCUREMENT:

ECSD RFP

Responses Received: 3

DATE AND TIME POSTED:

June 5, 2015, 4:00 pm Central Time

**THE SCHOOL DISTRICT OF ESCAMBIA COUNTY
PURCHASING DEPARTMENT
75 NORTH PACE BLVD.
PENSACOLA, FL 32505**

EVALUATION OF RFP #152301

DISTRICT WIDE JOB CLASSIFICATION AND COMPENSATION STUDY

DATE: JUNE 3, 2015

EVALUATION PROCESS:

Proposals were received and publicly opened. Only the names of the Proposers were read at this time. An Evaluation Committee convened and all responses were evaluated utilizing the criteria contained in the Request For Proposal (RFP): Company Background, Company Experience, Personnel Assigned; Senior Management, Work Plan, References and Cost/Rate Schedule. This process led to the ranking of the three (3) firms that submitted proposals (see Attachment A). The District elected to have the two highest ranked firms present to the Evaluation Committee their plan to perform the work requested and to submit to a question and answer session. After hearing presentations from Evergreen Solutions and Gallagher Benefit Services the Committee chose to recommend award to the highest ranked firm (Evergreen Solutions).

Taking into consideration the price and other criteria set forth in the RFP the Evaluation Committee recommends award of the School District of Escambia County's RFP #152301 for a District Wide Job Classification and Compensation Study to Evergreen Solutions, LLC with offices at 2878 Remington Green Circle, Tallahassee, Florida 32308.

BID TABULATION, RECOMMENDATIONS, AND PROTEST:

Bid tabulations with award recommendations are posted for 72 hours in the Purchasing Department Office and are also posted to the School District's website address at <http://ecsd-fl.schoolloop.com/purchasing/bids>

Failure to file protest within the time prescribed to file a protest in Section 120.57(3) Florida Statutes, and School Board Rules shall constitute a waiver of proceedings. Bid tabulations or recommendations will distributed solely through the Purchasing website address. Notices will not be automatically mailed.

I hereby certify that the prices and bidders reflected herein are valid, and have been received in compliance to Escambia County School Board Rules and Florida Law.

John Dombroskie

John Dombroskie, Director of Purchasing

**RFP #152301 EVALUATION:
DISTRICT WIDE JOB CLASSIFICATION AND COMPENSATION STUDY**

AWARDED FIRM

	ACCUSTAFF	EVERGREEN SOLUTIONS	GALLAGHER
COMPANY BACKGROUND (15 POINTS)	9.25	12.25	13
COMPANY EXPERIENCE (15 POINTS)	8.63	12.75	12.38
PERSONNEL ASSIGNED (15 POINTS)	8.63	12.5	11.38
SENIOR MANAGEMENT (5 POINTS)	3.75	4	4.13
WORK PLAN (25 POINTS)	13.63	20.25	18.63
REFERENCES (10 POINTS)	*	10.00	10.00
COST/RATE SCHEDULE (15 POINTS)	10.6	15.00	11.53
TOTAL PTS (100 PTS POSSIBLE)	54.49	86.75	81.05

References were not checked for ACCUSTAFF because at that point in the evaluation their point total was so much less than the others that it was viewed as unnecessary. They were 16.56 points behind the next lowest ranked firm.