

Purchasing Notes

EVENT # 7520	TITLE: Temporary Staffing Services	COST: \$1,525,695
TYPE OF PROCUREMENT: Bid	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>

CONTRACT TERM (IF APPLICABLE)
Contract term expires on December 31, 2023

S/DBE (IF APPLICABLE)
This event had a 20% DBE goal, of which half (10%) was to be met by a local DBE contractor. The recommended bidder, Manpower (Primary), submitted DBE participation at the subcontractor level in the amount of 20% using A1 Staffing (Savannah, GA)^(A). Chatham Personnel (Secondary), submitted DBE participation at the subcontractor level in the amount of 20% using A1 Staffing (Savannah, GA)^(A).

MATRIX (IF APPLICABLE)

	Possible	Chatham Personnel	Manpower	Diverse Staffing
Experience/Qualifications	30 points	24	25	26
Description of Services	15 Points	12	11	12
References	10 Points	10	9	9
Fee Proposal	15 Points	12	15	14
SBE/DBE	10 Points	10	10	0
Local/Savannah First	20 Points	20	20	0
	Total Scores	78	90	61

NOTES

The Office of Human Resources intends to centralize and coordinate the temporary staffing service needs alongside the Office of Human Resources talent management team to fill vacant budgeted positions effectively and efficiently while control staffing costs.

Manpower will be the primary contractor for the overall temp staffing services contract. Manpower's proposed mark-up is 32% labor and 29.75% for administrative staff. This mark-up reduces the current City markups of existing vendors by 24.25%. Chatham Personnel Enterprises is selected as the secondary contractor and will provide medium/heavy equipment operators as needed.

The bid was advertised, opened, and reviewed. The contract term expires on December 31, 2023. This contract also includes three available annual renewal options. Delivery: As needed. Terms: Net 30 days. The bidders were:

B.P.	Manpower(Savannah, GA) ^(B)	Mark up 32%, Labor 29.75% Administrative Staff
	Chatham Personnel Enterprises(Secondary) (Savannah, GA) ^(B)	Mark up 45% Labor 35% Administrative Staff
	Diverse Staffing(Primary) (Savannah, GA) ^(D)	Mark up 34.5% Labor 34% Administrative Staff

A pre-proposal conference was conducted and 18 of vendors attended. (A) indicates local, DBE owned business, (B) indicates local, non-DBE owned business. (D) indicates a non-local, non-DBE owned business.

Local available: Yes

Total sent: 604

Total received: 10

Vendor federally debarred/suspended: No

