

Purchasing Summary

EVENT # 4800	TITLE: Motion to Renew and Modify Annual Contract for Summer Internship Temporary Labor Services	COST: \$1,375,700.00
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TYPE OF PROCUREMENT: RFP	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>
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CONTRACT TERM (IF APPLICABLE)
April 26, 2018 – December 31, 2018

M/WBE (IF APPLICABLE)
N/A

MATRIX (IF APPLICABLE)

Proposer	Proposer's Qualifications and Experience 35 points	Technical capabilities 20 points	Fees 20 points	References 20 points	Local Vendor Participation 5 points	Total Points 100 points
Chatham Personnel	35	15.6	20	19.3	5	94.9
Express Personnel	27.6	19.3	15.6	14	0	76.5

NOTES

Recommend approval to renew and modify an annual contract for temporary labor services from Chatham Personnel in the amount of \$1,375,700.00.

The Human Services Department will use these services for the Summer 500 Youth Employment Program which will serve a projected 500 youth for eight (8) weeks beginning June 4, 2018 – July 27, 2018. The contract is being modified as to require the vendor to possess an electronic system to receive, record, and process payrolls electronically. The electronic system for time-keeping shall also be able to manage proper time approvals for payroll. This modification will ensure the City of Savannah is not responsible for managing any time keeping or payroll system processes for youth employees not hired by the City of Savannah.

The method used for this procurement was the request for proposal, which evaluates criteria in addition to cost. Proposals were evaluated on the basis of qualifications and experience, technical capabilities, fees, references, and local vendor participation, and fees. Delivery: As requested. Delivery: As requested. Terms: Net 30 days.

B.P. Chatham Personnel (B-Savannah, GA) \$1,375,000.00

Express Employment Professionals (D-Chatham County) \$1,766,600.00

A pre-proposal conference was not conducted as this is an annual contract renewal. (B) Indicates local, non-minority owned business. (D) Indicates a non-local, non-minority owned business. Recommend approval.

Local Available: Yes

MWBE Available: Yes

Total Sent: 178

MWBE Sent: 25

Total Received: 2

MWBE Received: 0

Vendor Federally debarred/suspended: No