



District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent


www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPO, CPPB, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

August 16, 2011

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Bid #07-028-DR - Temporary Personnel Services – Human Resources
Three (3) month Extension Request
September 5, 2011 through December 4, 2011
Able Body Labor (Extending), Express Personnel Services (Not Extending –
Non-Response), Labor Finders (Not Extending) Labor Ready (Extending),
Maxim Healthcare (Extending), and Suwannee Medical (Extending).

On September 5, 2006, official action (attached) was taken to award the Temporary Personnel Services bid to the above-referenced vendors. This bid is a five-year contract, renewable annually based upon mutual consent of the parties. The fifth year of the agreement will expire on September 4, 2011.

Considering services have been satisfactory, all companies were contacted to determine their willingness to enter into an extension to this bid. As such, all parties agreed to the extension with the exception of Labor Finders who have chosen not to extend. Several attempts have been made to contact Express Personnel Services and have all been unsuccessful which included a certified letter, therefore, we are not requesting the extension with Express Personnel Services.

The terms and conditions of the bid allow for price adjustments at the annual renewal based upon the change in the Producer Price Index (PPI) published by the Bureau of Statistics, U.S. Department of Labor, using Series ID # PCU56143805613801, Not Seasonally Adjusted, Industry: Staffing services (except PEOs) Product: Temporary help services. An increased price adjustment of 1.04 was requested by all vendors willing to enter into the extension and is in accordance with the PPI published allowance. Florida's minimum wage also increased \$.06/hour effective June 1, 2011. Florida's minimum wage is now \$7.31/hour. Per the terms of the original bid, the companies are permitted to increase their labor rates to reflect the new minimum wage rates.

Date/Time: August 10, 2011 09:10:00

Page Two
Bid #07-028-DR
Three (3) month Extension Request

It is my recommendation at this time to enter into the extension of this bid to cover the period of September 5, 2011 through December 4, 2011 with the vendors noted above. This will allow Purchasing to solicit a new RFP for temporary services. The hourly rates for the three (3) month extension period are listed below.

MDT Personnel (Able Body)	\$ 12.07 / hr.
Labor Ready	\$ 11.08 / hr.
Maxim Healthcare	\$ 27.07 / hr.
Suwannee Medical	\$ 26.58 / hr. (LPN/Paraprofessional)
	\$ 16.18 / hr. (Health Assistant)

Should you have any questions regarding this matter, please feel free to contact me at your earliest convenience.

KDG/dam
Attachments



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August 2, 2011

BID EXTENSION REQUEST

BID #: 07-028-DR

BID TITLE: Temporary Personnel Services

Yes, I agree to extend 07-028-DR, under the same terms and conditions as the existing bid. The extension period will begin on September 5, 2011 and expire on December 4, 2011. Your new hourly cost will be \$12.07 for the extension period specified.

No, I do not agree to extend 07-028-DR.

Company Name: ABLE BODY (Mdtpersonnel.com)

Signature: _____ Date: 8/3/2011

Typed Name and Title: Dave Gerstner/ VP Operations

Telephone (w/area code): 727-724-2600 Fax Number (w/area code): 727-771-9632

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN 4:00 P.M. on August 3, 2011

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act". Vendors conducting business, with the District School Board of Pasco County, who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds **must** be Level 2 fingerprinted by Human Resources. If any of the above applies to this contract, you **must** have those individuals Level 2 fingerprinted and screened by the Districts Human Resource Department **prior** to commencement of services or work and must provide a list of employees with renewal. Please contact 813/794-2521 to arrange for an appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law by reviewing Sections 1012.32 and 1012.465, Florida Statutes. This law became effective September 1, 2005.

The prospective bidder certifies, by submission and signature of this bid renewal form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

PLEASE RETURN TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTN: **Deb Mateo, Buyer Assistant**
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2227 (PHONE) (813) 794-2111 (FAX)



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Department of Purchasing
 Kandra Goodman, CPPO, CPPB, Purchasing Agent
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 727/ 774-2221 TDD: 813/ 794-2484
 352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

August 2, 2011

BID EXTENSION REQUEST

BID #: 07-028-DR

BID TITLE: Temporary Personnel Services

X Yes, I agree to extend 07-028-DR, under the same terms and conditions as the existing bid. The extension period will begin on September 5, 2011 and expire on December 4, 2011. Your new hourly cost will be **\$11.08** for the extension period specified.

 No, I do not agree to extend 07-028-DR.

Company Name: LABOR READY SOUTHEAST, Inc.

Signature: *Marie Stewart* Marie Stewart
 Contract Specialist
 2011.08.02 12:05:35 -07'00' Date: August 2, 2011

Typed Name and Title: Marie Stewart, Contract Specialist

Telephone (w/area code): 2533-680-8475 Fax Number (w/area code): 800-610-8919

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN 4:00 P.M. on August 3, 2011

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August 2, 2011

BID EXTENSION REQUEST

BID #: 07-028-DR

BID TITLE: Temporary Personnel Services

Yes, I agree to extend **07-028-DR**, under the same terms and conditions as the existing bid. The extension period will begin on **September 5, 2011** and expire on **December 4, 2011**. Your new hourly cost will be \$27.07 for the extension period specified.

No, I do not agree to extend **07-028-DR**.

Company Name: MAXIM HEALTHCARE SERVICES

Signature: Michael Saumier Date: 8/2/11

Typed Name and Title: Michael Saumier, Administrator

Telephone (w/area code): 727-834-9444 Fax Number (w/area code): 727-834-9555

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN 4:00 P.M. on August 3, 2011

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August 2, 2011

BID EXTENSION REQUEST

BID #: 07-028-DR

BID TITLE: Temporary Personnel Services

Yes, I agree to extend 07-028-DR, under the same terms and conditions as the existing bid. The extension period will begin on September 5, 2011 and expire on December 4, 2011. Your new hourly cost will be \$26.58 (NEN/PARA) and \$16.18 (HEALTH ASSISTANT) for the extension period specified.

No, I do not agree to extend 07-028-DR.

Company Name: SUWANNEE MEDICAL PERSONNEL

Signature: Wiktoria Sczlauskas Date: 8/2/2011

Typed Name and Title: Wiktoria Sczlauskas, W. FL Reg. Mgr.

Telephone (w/area code): 27-939-1200 Fax Number (w/area code): 727-939-1220

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN 4:00 P.M. on August 3, 2011

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Mansford Act", which requires vendors conducting business, with the District School Board of Pasco County, who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds **must be Level 2 fingerprinted by Human Resources**. If any of the above applies to this contract, you **must have those individuals Level 2 fingerprinted and screened by the District's Human Resource Department prior to commencement of services or work and must provide a list of employees with renewal**. Please contact 813/794-2521 to arrange for an appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law by reviewing Sections 1012.32 and 1012.465, Florida Statute. This law became effective September 1, 2005.

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District School Board of Pasco County

Bid Recommendation

Bid Title	Temporary Personnel Services – Human Resources Department	Number of Vendors Notified	347
Bid Number	07-028-DR	Number of Bids Distributed	20
Date Solicited	07/03/2006	Number of Vendors Bidding	7
Date Opened	07/27/2006	Number of Formal "No Bid" Responses	None
Date Board Presentation	09/05/2006	Funding Source	General
Total Savings	81,588	Grand Total of Bid	437,000

Recommendation:

Recommend acceptance of bids as noted on attached bid tabulation sheet as lowest and best responsive, responsible bids meeting written specifications. In addition, we are requesting permission to negotiate with interested parties for Category IV, as we only received one bid. Due to the high demand for these services, the using department has requested two additional vendors be selected.

Term of Contract:

This bid is a multi-awarded bid by category. This is the first year of a five-year bid, renewable annually by written mutual consent. The first year of the contract will commence September 5, 2006 and continue through September 4, 2007.

Notations and Exceptions:

The award of this bid is by multiple award for the three most responsive, responsible bidders in each category meeting written specifications. Under the terms of the bid, when requesting temporary services, the District may request placement from any one of the three awardees.

Recommend rejection of Able Body Labor for Job Category I for not meeting the written specification that all jobs in each category must be bid. Recommend rejection of Suwannee Medical Personnel for Job Categories I and III for not meeting the written specification that all jobs in each category must be bid.

Unit cost remain the same, fixed service fees may be increase based upon School Board approval and at anytime during the duration of this contract with 30 days written notice. Total will vary depending on actual needs.

Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

Bids Evaluated By:

Anita Szymansk, Supervisor of Human Resources; Rick Kurtz, Director of Food & Nutrition Services; and Eddie Flicker, District Custodial Services Manager

Bids Prepared By:

Debra Reaves, Buyer Assistant

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent

Date/Time:

District School Board of Pasco County

AUG 17 2010

Board Approved

District School Board of Pasco County
SEP 01 2006
Board Approved

District School Board of Pasco County

SEP 02 2006

Board Approved

District School Board of Pasco County

SEP 05 2006

Board Approved

District School Board of Pasco County

FEB 06 2007

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: JULY 27, 2006 - 2:30 PM		Able Body Labor			Express Personnel Services		
BID TITLE: TEMPORARY PERSONNEL SERVICES		3040 Gulf to Bay Blvd			8351 SR 54, Suite 105		
BID #: 07-028-DR		Clearwater, FL 33759			New Port Richey, FL 34655		
ITEM #	DESCRIPTION	PAY RATE +	SERVICE FEE =	BILLING RATE	PAY RATE +	SERVICE FEE =	BILLING RATE
Job Category I:							
	Food Service Worker	6.50/hour	5.05	11.55	6.50/hour	6.06	12.56
	Custodial Worker	NB	NB	NB	6.50/hour	6.06	12.56
	Clerical Worker	NB	NB	NB	6.50/hour	6.06	12.56
Job Category II:							
	Trades Helper				6.50/hour	6.06	12.56
	Mechanical Helper				6.50/hour	6.06	12.56
	Whse/Mail Courier Worker				6.50/hour	6.06	12.56
Job Category III:							
	Transportation Assistant	NB	NB	NB	NB	NB	NB
	Paraprofessional	NB	NB	NB	NB	NB	NB
	Child Care Assistant	NB	NB	NB	NB	NB	NB
Job Category IV:							
	LPN/Paraprofessional	NB	NB	NB	NB	NB	NB
	Health Assistant	NB	NB	NB	NB	NB	NB

SEP 01 2009
 District School Board of Pasco County
 Board Approved

SEP 05 2006
 District School Board of Pasco County

FEB 06 2007
 District School Board of Pasco County
 Board Approved

AUG 17 2010
 District School Board of Pasco County
 Board Approved
 SEP 02 2008
 District School Board of Pasco County
 Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: JULY 27, 2006 - 2:30 PM		Manpower Inc.		
BID TITLE: TEMPORARY PERSONNEL SERVICES		7318 Sunshine Grove Rd.		
BID #: 07-028-DR		Brooksville, FL 34613		
ITEM #	DESCRIPTION	PAY RATE +	SERVICE FEE =	BILLING RATE
	Job Category I:			
	Food Service Worker	6.50/hour	6.45	12.95
	Custodial Worker	6.50/hour	6.45	12.95
	Clerical Worker	6.50/hour	5.44	11.95
	Job Category II:			
	Trades Helper	6.50/hour	6.45	12.95
	Mechanical Helper	6.50/hour	6.45	12.95
	Whse/Mail Courier Worker	6.50/hour	6.45	12.95
	Job Category III:			
	Transportation Assistant			
	Paraprofessional			
	Child Care Assistant			
	Job Category IV:			
	LPN/Paraprofessional	NB	NB	NB
	Health Assistant	NB	NB	NB

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