

Public Meeting Minutes
Ranking for
RFP 22-21 Annual Temporary Personnel Services

Date: April 12, 2021

Start Time: 10:00 am

Location: Zoom Meeting

Present:

Procurement: Leira Cruz Cáliz
Mandy Mullins

Evaluation Team: Wantanisha Morant
Charlene Moore
Patrick Thomas

1. Call Meeting to Order by Leira Cruz Cáliz
2. Review Agenda
3. RFP Committee Members Process Instructions:

Present Conflict of Interest Forms. Discuss if necessary.

Due to the cone-of-silence imposed on the committee members, this is the first-time evaluation members have been able to talk and work together as a committee.

Provide Procurement points to members for the Technical Form – VOW, Location Points and SBE.

Record and Discuss the preliminary scores on the screen. Call for validation of scores to ensure they have been transposed correctly and that they match the scores on your individual score sheets.

As committee members you have broad latitude in your discussions, deliberations and ranking provided you are not arbitrary and capricious.

4. RFP Committee Members Evaluation Discussion
5. Wantanisha Morant motion to not hold Oral Presentations with the highest rankings. Motion seconded by Patrick Thomas.

Vote -3 in favor.

6. Wantanisha Morant motion to recommend the final rankings be approved and start contract negotiations the with the top ranked firm., and with the second and third ranked vendors if negotiations with the top ranked vendor fail, seconded by Charlene Moore.

Vote -3 in favor.

Total Points	Final Ranking	FIRM NAME		T	W	TOT	T	W	TOT	T	W	0
545	1	j	TempForce	92	100	192	79	84	163	90	100	190
431	2	a	A & Associates Inc.	60	98	158	37	72	109	75	89	164
419	3	i	Staff Today Inc.	55	95	150	45	69	114	65	90	155
397	4	d	COGENT Infotech	45	71	116	55	76	131	63	87	150
354	5	h	SoftHQ, Inc	35	45	80	50	76	126	65	83	148
321	6	b	Abacus Corporation	45	32	77	42	66	108	65	71	136
298	7	f	RADgov, Inc.	35	47	82	50	71	121	55	40	95
276	8	c	AP Recruiters & Associates	20	42	62	35	60	95	45	74	119
259	9	e	FastTrack Staffing, Inc	47	42	89	40	41	81	48	41	89
176	10	g	SEU	5	0	5	40	55	95	37	39	76

7. Public Comments no public present

8. Motion to Approve the Meeting Minutes: Wantanisha Morant moved to approve the Minutes, Patrick Thomas seconded the motion.

Vote -3 in favor.

9. Meeting Adjourn at 10:47 am.