



**Summary of Muscogee County School District**  
**Request for Proposal 24-003**  
**Temporary Staff Services**

The purpose of this report is to summarize the status of the Request for Proposal (RFP) released and evaluated for temporary staff services.

**Desired outcome:** The Muscogee County School District is seeking to acquire the services of a temporary employment agency(ies) to provide the following services:

- On a regular workday basis, temporary employees to fill the positions of School Nutrition cashiers, culinary technicians, and cashiers/culinary technicians;
- On an as-needed basis, clerical support throughout the school district, and;
- On an as-needed basis, general maintenance workers to assist the Plant Services Department, and;
- On an as-needed basis, custodians and other critical need positions as determined by Human Resources.

**RFP Process:** On August 29, 2023, RFP #23-003 was emailed to twenty-seven vendors and posted to the Muscogee County School District (MCSD) website and the Georgia Procurement Registry website. Responses were received from thirteen vendors. A vendor contact summary is below.

<b>Vendor</b>	<b>Contact Method</b>	<b>Response</b>
Accent Global Staffing, LLC	Website	No response
All Trade Staffing	Email	No response
ARK Temporary Staffing	Email	No response
ATC Healthcare Services	Website	<b>Bid received</b>
Corporate Temps, Inc.	Email	<b>Bid received</b>
Delta-T Group	Email	No response
ESS	Email	<b>Bid received</b>
Focus	Email	No response
Get 2 Work Now	Email	No response
Global Empire, LLC	Email	No response
Global Personnel Services, Inc.	Email	No response
Happy Faces Personnel Group	Email	No response
Health Advocate Network	Website	<b>Bid received</b>
Healthcare Staffing Professionals, Inc.	Email	No response
Integra Business Alternatives	Email	<b>Bid received</b>
Kelly Services	Email	No bid
Labor Finders	Email	<b>Bid received</b>
Laine Federal	Website	<b>Bid received</b>

LanceSoft, Inc.	Website	<b>Bid received</b>
Manpower	Email	No response
Maxims Staffing Services	Email	No response
Millenium Solutions Group	Email	No response
Noor Staffing Group	Email	<b>Bid received</b>
Optimum Personnel Services	Email	<b>Bid received</b> (Disqualified-Received Incomplete)
Source4Teachers	Email	No response
Spur Staffing, Inc.	Email	<b>Bid received</b>
Surge	Email	<b>Bid received</b>
Talantage, LLC	Email	No response
The Reserves Network	Email	<b>Bid received</b>
22nd Century Technologies, Inc.	Email	No response

A committee of five district employees evaluated each of the proposals. The following pages summarize the evaluations and the recommendation for the award. The evaluation consisted of two parts, Technical and Financial.

### Technical Evaluation:

According to the terms of the RFP, proposals could receive points in the following categories:

Category	Maximum Points	Percent
Technical Merit	400	40%
Price (Financial Proposal)	600	60%
<b>Total</b>	<b>1000</b>	<b>100%</b>

The maximum number of points awarded for the technical portion was 400. Evaluators assigned scores in each of the following categories for **Technical Merit**:

- Background, experience, and resources proposed (100 maximum points – 25%)
- Proposer's capabilities to perform the services requested (100 maximum points – 25%)
- Services to be provided (200 maximum points – 50%)

The scores were weighted according to the percentages shown above to arrive at the points awarded. The technical score was derived by using the formula in the RFP.

The Technical Proposal with the highest number of points was given a technical score of 400. Technical scores were given to the vendors using the following formula from the RFP:

$$P/H \times (\text{Maximum points available for Technical Proposal}) = V$$

Where: P = Technical score of the proposal being adjusted  
H = Original technical score of the highest-ranking proposal  
V = Assigned points for a proposal being adjusted

The technical proposal summary is shown below:

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Average Points	Technical Score
ATC Healthcare Services	190	160	210	240	200	200	230
Corporate Temps, Inc.	210	200	280	270	260	244	280
ESS Southeast	320	400	330	340	350	348	400
Health Advocates Network	180	40	230	220	200	174	200
Integra Business Alternatives	200	40	220	120	160	148	170
Labor Finder	180	70	280	140	160	166	191
Laine Federal	240	300	240	250	190	248	285
LanceSoft, Inc.	120	250	230	260	110	194	223
Noor Staffing Group	150	50	200	160	140	140	161
Spur Staffing, Inc.	320	390	250	320	350	340	391
Surge	170	320	220	170	300	236	271
The Reserves Network	70	320	290	250	330	252	290

### Financial Evaluation:

The maximum points awarded for the financial portion were 600 points. The financial proposal with the lowest cost was awarded the full 600 points. The other financial proposals received a prorated score calculated using the following formula:

$$L/P \times (\text{Maximum number of points available for Financial Proposal}) = V$$

Where: L = Total Cost of the proposal with the lowest cost  
P = Total Cost of the proposal being adjusted  
V = Assigned score for proposal being adjusted

According to the terms of the RFP, the financial evaluation was based on the cost of the equipment and services provided.

Vendor	Points
ATC Healthcare Services	160
Corporate Temps, Inc.	362
ESS Southeast	374
Health Advocates Network	361
Integra Business Alternatives	375
Labor Finder	356
Laine Federal	600
LanceSoft, Inc.	354
Noor Staffing Group	381
Spur Staffing, Inc.	396
Surge	376
The Reserves Network	367

## Summary and Recommendation:

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For evaluation purposes, the vendors' proposed bill rate for each position was calculated by a 40-hour work week for an estimated total price.

Summary	Total Price 40 Hour Work	Financial	Technical	Total Points
ATC Healthcare Services	\$11,847.62	125	230	355
Corporate Temps, Inc.	\$4,092.46	362	280	642
ESS Southeast (Ranked 2)	\$3,958.68	374	400	774
Health Advocates Network	\$4,100.68	361	200	561
Integra Business Alternatives	\$3,943.10	375	170	545
Labor Finder	\$4,152.21	356	191	547
Laine Federal (Ranked 1)	\$2,466.47	600	280	880
LanceSoft, Inc.	\$4,182.08	354	223	577
Noor Staffing Group	\$3,883.36	381	161	542
Spur Staffing, Inc.	\$3,734.00	396	375	771
Surge	\$3,940.10	376	271	647
The Reserves Network	\$4,032.72	367	290	657

The recommended awarded vendor for temporary staff services for the positions of School Nutrition Culinary Technician, School Nutrition Cashier/Culinary Technician, General Maintenance Worker, Maintenance Technician, and Custodian is Laine Federal; and for the positions of Clerical Support and Administrative Professional is ESS Southeast. In the event that either company cannot fill the awarded positions at a given time, the District shall reserve the right to contact the other awarded staffing services vendor.