



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Department of Purchasing
Michael J. Woodall, CPPO, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 email: mwoodall@pasco.k12.fl.us

December 3, 2013

MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent *MJW*

RE: Third Year Renewal of a Five-Year Contract
RFP #12-042-AJ Temporary Personnel Services
Compass Staffing Solutions (Renewal)
Estime & Irvin Associates, Inc. (Non-Renewal)
Medical Staffing Network Healthcare, Inc. (Non-Renewal)
Staff America (Non-Renewal)
Suwannee Medical Personnel (Renewal)

On December 6, 2011, official action was taken to award the above-referenced RFP for Temporary Personnel Services to Staff America (formerly known as A Plus Nurse Temps, Inc.), Estime & Irvin Associates, Inc. and Medical Staffing Network Healthcare, Inc. Due to a high demand for these services, the Purchasing Department requested permission to directly negotiate with two (2) additional companies, Compass Staffing Solutions and Suwannee Medical Personnel. On July 24, 2012 official Board action was taken to award RFP 12-042-AJ to Suwannee Medical Personnel; on September 4, 2012 RFP 12-042-AJ was also awarded to Compass Staffing Solutions. The RFP is a five (5)-year contract, renewable annually based upon mutual consent of all parties. The second year of the agreement will expire on December 5, 2013.

Considering services have been satisfactory, Suwannee Medical Personnel was contacted to verify their willingness to enter into the third year of this contract under the existing terms and conditions. As such, Suwannee Medical Personnel has agreed in writing (attached) to do so. Although Compass Staffing Solutions has not been utilized to date, the contract is being renewed for the third year as they have stated they can provide custodial services, clinic assistants and LPNs on an "as-needed" basis (attached). At this time, it is my recommendation to enter into the third year of the contract with these two companies, covering the term December 6, 2013 through December 5, 2014.

During the past year, the Office for Student Support Programs and Services has documented extensive evidence that Estime & Irvine, Associates, Inc., Medical Staffing Network Healthcare, Inc. and Staff America cannot meet the requirements of the RFP. They are therefore requesting that the contract with these companies not be renewed in the upcoming term.

(cont.)

Date/Time: November 22, 2013 10:31:00

In addition, we are asking the Board for permission to canvas the marketplace and negotiate with other sources to satisfy the quantity of personnel needed. The District is permitted to negotiate for provision of these types of services utilizing Florida Administrative Code 6A-1.012(11)(a). Estimated annual expenditures for these services are \$90,000 and will be paid out of general operating funds.

Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

MJW/plh

Attachments



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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Office for Student Support Programs and Services
Lisa Kern, Supervisor of Student Health Services
813/794-2360 Fax: 813/794-2117
727/774-2360 e-mail: lkern@pasco.k12.fl.us
352/352-2360

MEMORANDUM
SSPS-13/14-LK-016

DATE: December 3, 2013
TO: Michael J. Woodall, CPPO, Purchasing Agent
FROM: Lisa Kern, Supervisor of Student Support Programs and Services *(initials)*
Melissa Musselwhite, Director of Student Support Programs and Services *mm*
RE: RFP #12-042-AJ – Temporary Personnel Services

Due to extensive documented non-performance of requested services, the Office of Students Support Programs and Services respectfully requests that the contracts with the following vendors be terminated:

Staff America (formerly A+ Nurse Temps)
Estime & Irvin Associates
Medical Staffing Network

We recommend that the existing contract with Suwannee Medical Personnel be renewed since their performance has been satisfactory, although they have been unable to provide the level of per diem service we need.

We ask that the Purchasing department provide assistance in identifying other agencies that can provide the level of service we require on a per diem basis. Thank you for your consideration of this request.

LK/lg



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DIRECT NEGOTIATION RENEWAL REQUEST

RFP #12-042-AJ

RFP TITLE: Temporary Personnel Services - "As-Needed"

✓

Yes, I agree to renew RFP #12-042-AJ under the same terms and conditions as the existing contract. The third year period shall be from **December 6, 2013 through December 5, 2014**. If you choose to renew, please also include a current certificate of liability insurance naming the District School Board of Pasco County as a certificate holder.

No, I do not agree to renew RFP #12-042-AJ.

COMPANY NAME: **Compass Staffing Solutions**

SIGNATURE: 

TYPED NAME AND TITLE: Executive Director - Valeric Jene

TELEPHONE (WITH AREA CODE): 305-944-1777

FAX NUMBER (WITH AREA CODE): 305-944-8450

E-MAIL: vsidlauskas@suwanneemedical.com

DATE: 11/6/2013

The prospective vendor certifies, by submission and signature of this 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: phall@pasco.k12.fl.us
DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTENTION: Patty Hall, Buyer Assistant
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2258 (PHONE)
(813) 794-2111 (FAX)



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DIRECT NEGOTIATION RENEWAL REQUEST
RFP #12-042-AJ
RFP TITLE: Temporary Personnel Services – “As-Needed”

Yes, I agree to renew RFP #12-042-AJ under the same terms and conditions as the existing contract. The third year period shall be from **December 6, 2013 through December 5, 2014**. If you choose to renew, please also include a current certificate of liability insurance naming the District School Board of Pasco County as a certificate holder.

No, I do not agree to renew RFP #12-042-AJ.

COMPANY NAME: **Suwannee Medical Personnel**

SIGNATURE: Victoria Sidlauskas

TYPED NAME AND TITLE: Victoria Sidlauskas W. Fl. Reg. Mgr.

TELEPHONE (WITH AREA CODE): 727-939-1200

FAX NUMBER (WITH AREA CODE): 727-939-1200

E-MAIL: vsidlauskas@suwanneemedical.com

DATE: 11/13/2013

The prospective vendor certifies, by submission and signature of this 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).

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District School Board of Pasco County Bid Recommendation

RFP Title	Temporary Personnel Services "As Needed" - Human Resources		Number of Vendors Notified	516
RFP Number	12-042-AJ		Number of Proposals Distributed	43
Date Solicited	October 4, 2011		Number of Vendors Proposing	7
Date Opened	November 2, 2011		Number of Formal "No Bid" Responses	0
Date Board Presentation	December 6, 2011		Funding Source	General
Total Savings	Estimated \$14,000		Grand Total of Proposal	Estimated \$251,000

Recommendation:

Recommend acceptance of the three RFP's as noted on the attached bid tabulation sheet, as having the highest average scores/best RFP's meeting written specifications. In addition, we are requesting permission to negotiate with interested parties to obtain two additional vendors as indicated in the RFP due to District's requirements. These additional vendors will be forwarded to the Board at a later date for approval.

Term of Contract:

This is a five-year contract renewable annually based upon mutual agreement of the parties. The first year of this contract is effective from December 6, 2011 through December 5, 2012.

Notations and Exceptions:

This RFP was designed as a multi-awarded RFP, up to a maximum of five (5) vendors. Under the terms of this RFP, when requesting temporary personnel services, the District may request placement from any one of the three (3) awardees. Each proposal was evaluated according to a point system (i.e. Billing Rate; forty (40), Experience; twenty (20), Qualifications; twenty (20), Credit References; twenty (20),) as outlined in the specifications with scores totaled to obtain the respondents with the highest average scores. Copies of the evaluation forms are on file in the Purchasing Department.

Recommend rejection of Labor Ready Southeast, Inc.; Supplemental Health Care; Suwannee Medical Personnel for not meeting the written specifications for providing temporary personnel for each job category proposed. RFP from Compass Staff Solutions was disqualified as vendor failed to execute last page (signature) of the document.

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 late.

Date/Time:

District School Board
of Pasco County

SEP 04 2012

Board Approved

District School Board
of Pasco County

DEC 06 2011

Board Approved

Bid # 12-042-AJ

Page 2

Bids Evaluated By:

Jackie Choo, Supervisor, ESE Department

Eddie Flicker, District Custodial Services Coordinator, Maintenance Department

Lisa Kern, Supervisor, Student Services Department

Bids Prepared By:

Andrea Jackson, Interim Buyer Assistant, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent

Date/Time:

District School Board
of Pasco County

SEP 04 2012

Board Approved

District School Board
of Pasco County

DEC 06 2011

Board Approved

Purchasing Department
 20430 Gator Lane
 Land O'Lakes, FL 34638

RFP RESPONSES RECEIVED

Date of Opening: November 2, 2011 @ 2:30 pm
Proposal Title: Temporary Personnel Services
RFP Number: 12-042-AJ

Company Name	Name & Email Address	RFP Score	LPN Billing Rate Per Hour	Custodian Billing Rate Per Hour	Clinic Assistant Billing Rate Per Hour
Compass Staffing Solutions *	vjeune@compassshh.com		N/A	\$12.99	N/A
16635 Northeast 19 Avenue North Miami Beach, FL 33162	Valerie Jeune, Executive Director				
Estime & Irvin Associates, Inc.	corporate@estimeirvin.com	60.3	\$15.78	\$11.15	\$11.68
111 NE 1 Street, Suite 324 Miami, FL 33132	Mary Estime-Irvin, President				
Labor Ready Southeast, Inc. *	1362-Branch@laborready.com		N/A	\$12.99	N/A
6705 U.S. Highway 19 New Port Richey, FL 34652	Camille Lombardi, Training Manager				
Medical Staffing Network Healthcare, LLC.	patriciaharrison@msnhealth	65.6	\$27.00	\$17.80	\$18.00
5509 Grand Blvd., Suite 100 New Port Richey, FL 34652	Jackie Nelson, Vice President of Marketing				
A Plus Nurse Temps, Inc.	arthurm@nurse-temps.com	78.3	\$25.00	\$13.50	\$14.50
2008 Highway 44 West Inverness, FL 34453	Mike Arthur, President				
Supplemental Health Care *	jberman@supplementalhealthcare.com		\$24.92	N/A	\$16.77
2300 West Cypress Street, Suite 401 Tampa, FL 33607	Mike Dunagan, Chief Marketing Officer				
Suwannee Medical Personnel *	vsidlauskas@suwanneemedical.com		\$26.75	N/A	\$16.00
PO Box 567 Lake Butler, FL 32054	Victoria Sidlauskas, W. Florida Regional Manager				
*Disqualified					

District School Board of Pasco County
 Board Approved
 SEP 04 2012
 District School Board of Pasco County
 Board Approved
 DEC 06 2011



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727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

July 24, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent *MW / KDG*

RE: Negotiated Contract – Temporary Personnel Services
Suwannee Medical Personnel

On December 6, 2011, the Board approved RFP #12-042-AJ, Temporary Personnel Services with a notation requesting permission to negotiate with interested parties for Licensed Practical Nurses (LPNs) and Clinic Assistants due to the high demand for these services.

Suwannee Medical Personnel was contacted to verify their willingness to enter into a five-year agreement, renewable annually for these services. As such, Victoria Sidlauskas, West Florida Regional Manager, has agreed in writing (attached), to enter into the first-year term of the contract. The first-year of the contract will commence on July 25, 2012 and continue through December 5, 2012 to coordinate with the initial RFP #12-042-AJ award.

At this time, it is my recommendation to enter into the first-year term of the agreement with Suwannee Medical Personnel.

Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/amj
Attachments



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727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

September 4, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent *KDG/amj*

RE: **Negotiated Contract – Temporary Personnel Services**
Compass Staffing Solutions

On December 6, 2011, the Board approved RFP #12-042-AJ, Temporary Personnel Services with a notation requesting permission to negotiate with interested parties for Licensed Practical Nurses (LPNs) and Clinic Assistants due to the high demand for these services.

Compass Staffing Solutions was contacted to verify their willingness to enter into a five-year agreement, renewable annually for these services. As such, Valerie Jeune, Executive Director, has agreed in writing (attached), to enter into the first-year term of the contract. The first-year of the contract will commence on September 5, 2012 and continue through December 5, 2012 to coordinate with the initial RFP #12-042-AJ award.

At this time, it is my recommendation to enter into the first-year term of the agreement with Compass Staffing Solutions.

Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/amj
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DIRECT NEGOTIATED RENEWAL REQUEST TITLE: Temporary Personnel Services

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Yes, I agree to Direct Negotiate with the District School Board of Pasco County for the contract listed above under the same terms and conditions as the existing bid (#12-042-AJ). The contract period will begin on **September 5, 2012** and will expire on **December 5, 2012**.

No, I do not agree the contract listed above.

COMPANY NAME: ^{SS} Company Staffing Solutions TIN # 45-5597523
SIGNATURE: [Signature]
TYPED NAME AND TITLE: Valerie June
TELEPHONE (WITH AREA CODE): 888 611 0001
FAX NUMBER (WITH AREA CODE): 305 397 2134
E-MAIL: vjune@compasshh.com
DATE: August 15, 2012

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 FAX BACK TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTENTION: Andrea Jackson, Interim Buyer Assistant
PURCHASING DEPARTMENT
20430 GATOR LANE
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(813) 794-2258 (PHONE)
(813) 794-2111 (FAX)

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District School Board of Pasco County

SEP 04 2012

Board Approved