



## District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/794-2221

Heather Fiorentino, Superintendent

[www.pasco.k12.fl.us](http://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](mailto: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  
Attachments

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District Wide Accreditation • Southern Association of Colleges and Schools

Date/Time: August 28, 2012 12:11:00



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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: <sup>SS</sup> Company Staffing Solutions TIN # 45-5597523  
 SIGNATURE: [Signature]  
 TYPED NAME AND TITLE: Valerie Jeanne  
 TELEPHONE (WITH AREA CODE): 888 611 0001  
 FAX NUMBER (WITH AREA CODE): 305.397.2134  
 E-MAIL: vjeune@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  
 LAND O' LAKES, FL 34638  
 (813) 794-2258 (PHONE)  
 (813) 794-2111 (FAX)

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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**

DEC 06 2011

Board Approved

Bid # 12-042-AJ

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**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

DEC 06 2011

Board Approved