



Bid Tab Summary

Pre-Employment Background Screening, Related Products and Services

RFP # 19-13

Description	Total Weighted Value	<i>Accurate Background, LLC</i>	<i>AccuSource, Inc.</i>	<i>ADP</i>
Products/Pricing	40	36	31	29
Performance Capability	25	26	21	28
Qualification & Experience	25	18	16	19
Value Add	10	6	5	5
Total	100	86	73	81

It is recommended that the following contract award be made:

Contract

Pre-Employment Background Screening, Related Products and Services

Award

Accurate Background, LLC

AccuSource, Inc.

ADP

Applicant Insight, Inc.

Castle Branch, Inc.

JD Palatine, LLC dba JDP

Pre-employ.com

Sterling Infosystems, Inc. dba Sterling



Bid Tab Summary
Pre-Employment Background Screening, Related Products and Services
RFP # 19-13

Description	Total Weighted Value	<i>Applicant Insight, Inc.</i>	<i>Castle Branch, Inc.</i>
Products/Pricing	40	34	29
Performance Capability	25	25	26
Qualification & Experience	25	15	18
Value Add	10	4	4
Total	100	78	77

It is recommended that the following contract award be made:

Contract

Pre-Employment Background Screening, Related Products and Services

Award

- Accurate Background, LLC*
- AccuSource, Inc.*
- ADP*
- Applicant Insight, Inc.*
- Castle Branch, Inc.*
- JD Palatine, LLC dba JDP*
- Pre-employ.com*
- Sterling Infosystems, Inc. dba Sterling*



Bid Tab Summary
Pre-Employment Background Screening, Related Products and Services
RFP # 19-13

Description	Total Weighted Value	<i>JD Palatine, LLC dba JDP</i>	<i>Pre-employ.com</i>	<i>Sterling Infosystems, Inc. dba Sterling</i>
Products/Pricing	40	30	30	36
Performance Capability	25	26	25	25
Qualification & Experience	25	16	15	18
Value Add	10	5	6	6
Total	100	77	76	85

It is recommended that the following contract award be made:

Contract

Pre-Employment Background Screening, Related Products and Services

Award

Accurate Background, LLC
AccuSource, Inc.
ADP
Applicant Insight, Inc.
Castle Branch, Inc.
JD Palatine, LLC dba JDP
Pre-employ.com
Sterling Infosystems, Inc. dba Sterling

EVALUATION COMMITTEE MEMBER STATEMENT

Solicitation No. RFP # 19-13 Pre-Employment Benefits

Dear Committee Member:

You have been selected to participate in the evaluation of proposals that have been received as the result of the above referenced solicitation. Your selection was based upon your qualifications in this area and your ability to develop an objective analysis of each proposal.


It is essential that the integrity of the evaluation process be maintained to insure that each offeror is given fair and equal consideration. Familiarity with particular companies and/or individuals may tend to influence an evaluation; however, you are required in this specific instance to be particularly objective and guard against any tendency that might slant your evaluation in favor of a personal preference.

You are required to report to the Purchasing Cooperative Coordinator any actual or potential conflict of interest. In addition, you must report to the Purchasing Cooperative Coordinator the existence of any personal relationship with any other offeror or subcontractor of the offeror which could affect or give the appearance of affecting your objectivity.

An additional consideration is the need to maintain strict security regarding the content of any proposal and the proceedings of the Evaluation Committee meetings during the evaluation process. Once the evaluation process has started, it is essential that any contact with the offerors be through, and by, the Purchasing Cooperative Coordinator. In addition, the Evaluation Committee Member shall not communicate, except during formal Committee meetings, with any offeror or sub-contractor of the offeror prior to award. This requirement is mandatory.

To emphasize the importance of the above considerations, you are asked to sign the following statement:

I have read and understand the above and agree to be bound by the rules and principles represented. I know of no conflict of interest on my part nor have I committed any indiscretion or accepted any gratuities or favors that would compromise my impartiality. I will maintain all deliberations of the evaluation committee in strict confidence during the evaluation process. My recommendations shall be based upon an objective/subjective review of the offeror's proposal(s) and the appropriate award criteria.



Signature (followed by printed name) 8-6-19

Date



Evaluator 

Phone Number

EVALUATION COMMITTEE MEMBER STATEMENT

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Signature (followed by printed name)

8/6/19

Date

Chief Financial Officer

Phone Number

EVALUATION COMMITTEE MEMBER STATEMENT

Solicitation No. RFP # 19-13 Pre-Employment Benefits

Dear Committee Member:

You have been selected to participate in the evaluation of proposals that have been received as the result of the above referenced solicitation. Your selection was based upon your qualifications in this area and your ability to develop an objective analysis of each proposal.

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 _____ 7/30/19
Signature (followed by printed name) Date

 _____  _____
Evaluator Phone Number

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

Each committee member will independently score each vendor listed as specified in the bid documents.
Email to: cwallace@esc4.net when complete.

VENDOR NAME _____ Accurate _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	35%	
2	Performance Capability (30%)	25%	
3	Qualification and Experience (20%)	18%	
4	Value Add (10%)	5%	
	Totals = 100%	83%	Notes:

Evaluator's Name Date

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

Each committee member will independently score each vendor listed as specified in the bid documents. Email to: cwallace@esc4.net when complete.

VENDOR NAME _____ ADP _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	30%	
2	Performance Capability (30%)	28%	
3	Qualification and Experience (20%)	18%	
4	Value Add (10%)	5%	
	Totals = 100%	81%	Notes:

Evaluator's Name Date

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

Each committee member will independently score each vendor listed as specified in the bid documents. Email to: cwallace@esc4.net when complete.

VENDOR NAME _____ Applicant Insight _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	34%	
2	Performance Capability (30%)	24%	
3	Qualification and Experience (20%)	14%	
4	Value Add (10%)	4%	
	Totals = 100%	76%	Notes:

Evaluator's Name

Date

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

Each committee member will independently score each vendor listed as specified in the bid documents. Email to: cwallace@esc4.net when complete.

VENDOR NAME _____ CastleBranch _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	28%	
2	Performance Capability (30%)	25%	
3	Qualification and Experience (20%)	18%	
4	Value Add (10%)	5%	
	Totals = 100%	76%	Notes:

Evaluator's Name

Date

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

Each committee member will independently score each vendor listed as specified in the bid documents. Email to: cwallace@esc4.net when complete.

VENDOR NAME _____ JDP _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	30%	
2	Performance Capability (30%)	25%	
3	Qualification and Experience (20%)	15%	
4	Value Add (10%)	5%	
	Totals = 100%	75%	Notes: Will not agree to admin fee required on national contract

Evaluator's Name Date

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

Each committee member will independently score each vendor listed as specified in the bid documents. Email to: cwallace@esc4.net when complete.

VENDOR NAME _____ Pre-Employ _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	30%	
2	Performance Capability (30%)	25%	
3	Qualification and Experience (20%)	15%	
4	Value Add (10%)	5%	
	Totals = 100%	75%	Notes:

Evaluator's Name Date

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

Each committee member will independently score each vendor listed as specified in the bid documents. Email to: cwallace@esc4.net when complete.

VENDOR NAME _____ Sterling _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	35%	
2	Performance Capability (30%)	25%	
3	Qualification and Experience (20%)	18%	
4	Value Add (10%)	6%	
	Totals = 100%	84%	Notes:

Evaluator's Name Date

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

Each committee member will independently score each vendor listed as specified in the bid documents. Email to: cwallace@esc4.net when complete.

VENDOR NAME _____ Accurate _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	37%	Offers one of the best pricing options; no fees for in-process/onboarding, implementation & addn'l; no fees for compliance consulting; I-9 and E-Verify tiered pricing, no implementation audit fees, but has addn'l. fees; not DOJ cert., but works thru partners; no vol.discounts; has adverse and pre-adverse action letters
2	Performance Capability (30%)	27%	Provides service thru secure web-based interface; service available 24/7/365; several options for submitting background cks.; can store, maintain, & dispose of personal info.; maintained in-house; excellent ability to meet svc. and warranty needs; provides svcs. in 50 states; top five providers in industry;
3	Qualification and Experience (20%)	18%	22 yrs. exper.; 30 sales, 2 locations; \$110 mil. In sales 2018; MBE; 13,000 clients; 5 refer. mostly gov't.; 97% customer satisfaction level
4	Value Add (10%)	7%	Offers vendor mgmt. program; drug screening provider; auto adjudication
	Totals = 100%	89%	Notes:

 Evaluator's Name Date

RFP # 19-13

Pre-Employment Background Check

COMMITTEE MEMBER INDIVIDUAL VENDOR SCORING CHART

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VENDOR NAME _____ Pre-Employ _____

	Rating Factors	Score %	Rationale for Score
1	Products/Pricing (40%)	29%	Provides the 2nd highest pricing options; no fees for in-process/onboarding; no implement., conversion, training, web svc., or retention fees; has in-house compliance dept.; I-9/E-verify fee is \$1.95; cannot perform DOJ verification; no discounted programs;
2	Performance Capability (30%)	24%	Offers platform that is web-based and avail. 24/7/365; 3,000 clients; client retention rate of 97%; net 30, pay by p-card, cc & ck.;
3	Qualification and Experience (20%)	14%	29 yrs.exper.; privately held co.; 10 sales, loctaed in CA; a top 13 provider by HRO Today; member NAPBS; 4 references
4	Value Add (10%)	7%	Pre-employment assurance; best practices; web-based training
	Totals = 100%	74%	Notes:

Evaluator's Name Date

