



October 24, 2018

TO: THE DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
President

RE: AWARD OF RFP 2018-31 FOR TEMPORARY STAFFING SERVICES, COLLEGE-WIDE

On May 24, 2018, the College issued a Request for Proposal (RFP), RFP 2018-31. The RFP sought one or more firms to provide Temporary Staffing Services throughout Valencia College.

Proposals for the RFP were received and opened on June 28, 2018. The following fourteen (14) firms submitted proposals in response to the solicitation:

-A & Associates	-AUE Staffing, Inc.	-Careers USA, Inc.	-COCHHBHA Enterprises, Inc.
-Diskriter, Inc.	-Howroyd-Wright Employment Agency, Inc. d.b.a. Apple One	-Kelly Services	-Medial Group, Inc.
-Moten Tate, Inc.	-Randstad	-Remedy Intelligent Staffing	-SoftHQ, Inc.
-Sunshine Enterprise USA, LLC.	-Team Staffing Services		

A public evaluation meeting was held on August 7, 2018 to review and evaluate the proposals. Four (4) committee members reviewed, scored and ranked the proposals based on the following criteria: a) Company Qualifications, Key Personnel and Management, b) Experience, Capabilities, and References, c) Operating Plan, Support and Location of Firm, d) Completeness and Responsiveness of Submittal, e) Price Proposal Schedule, and f) Demonstrated Capability to fulfil the needs and mission of the College.

Following full discussion and deliberation, the Evaluation Committee recommended the selection of the highest four (4) ranked firms to provide temporary staffing services to the College, as follows: Howroyd-Wright Employment Agency, Inc., d.b.a. Apple One, Kelly Services, A & Associates, and AUE Staffing, Inc.

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees of Valencia College authorize the College to award RFP 2018-31 to, and enter into contracts with Howroyd-Wright Employment Agency, Inc., d.b.a. Apple One, Kelly Services, A & Associates, and AUE Staffing, Inc. for the provision of Temporary Staffing Services, College-wide.

President