



REQUEST FOR PROPOSAL FOR:
LABOR RELATIONS AND PERSONNEL ADMINISTRATION

DATE ISSUED: May 7, 2025
DUE DATE FOR PROPOSALS: June 6, 2025

LATE PROPOSALS WILL BE REJECTED

For further information regarding this RFP, contact:

Fiscal Department
Perry County Job and Family Services
PO Box 311
New Lexington, OH 43764
perryfiscal@jfs.ohio.gov

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1.0 REQUIREMENTS AND SPECIFICATIONS

1.1 Introduction and Purpose of the Request for Proposal

Perry County Department of Job and Family Services (PCJFS) is a combined service agency that administers public assistance, protective services, child support, and workforce innovation and opportunity programs under the general administrative authority of the Board of Perry County Commissioners. PCJFS received the majority of its administrative and program funding from the Ohio Department of Job and Family Services (ODJFS). Funding received from ODJFS originates from different federal and state resources.

The purpose of this document is to provide interested parties information, on a fair and competitive basis, and in a manner that will ensure the highest possible quality of services, to enable them to prepare and submit a written proposal for labor relations and civil service administration. PCJFS intends to use the results of this process to award a contract. Any contract awarded must be approved by the Board of Perry County Commissioners.

The Department at PCJFS currently employs 69 full-time employees and 1 part-time employee. PCJFS has a collective bargaining agreement with AFSCME Local 2357 which consist of 46 members. The 24 non-bargaining unit employees are in supervisory, or management positions and their employment is governed by Ohio Civil Service Laws.

The PCJFS current three-year collective bargaining agreement with AFSCME Local 2357 expires September 30, 2026. Since the county does not have a central human services office, the administration of applicable state civil service laws, as well as the negotiation and administration of labor agreements are the responsibility of each agency. The responsibility for personnel and union contract administration is assigned to various management personnel within the agency. The Director of PCJFS serves as the primary person representing management during contract negotiations.

1.2 Terms and Abbreviations

The following terms and acronyms are used throughout the request for proposal:

- County means the Board of Perry County Commissioners.
- CDJFS means County Department of Job and Family Services.
- Contractor/Provider means the successful proposer awarded the contract.
- Department means the Perry County Department of Job and Family Services.
- OAC means Ohio Administrative Code.
- ODJFS means the Ohio Department of Job and Family Services.
- ORC means Ohio Revised Code.
- Proposer means an organization, agency, or individual submitting a written proposal in response to the RFP.
- RFP means Request for Proposal.
- SBPR means the State Board of Personnel Review.
- SERB means the State Employee Relations Board.

1.3 Scope of Project

- A. The Department is seeking the assistance, on an as-needed basis, of a firm or individual with extensive experience in labor contract negotiations, labor contract administration,

administration of personnel exempted from bargaining unit, and to provide guidance on emerging public sector labor and human resource management issues that may affect the Department.

1.4 Services to be Provided

PCJFS requires a highly qualified firm or individual to provide assistance, as directed by the Department, in the following areas:

- B. Assisting the Director in formulating a strategy for successful negotiations with the agency's collective bargaining unit.
- C. Assisting the Department's management team in negotiations with its collective bargaining unit and its designated agent.
- D. Assisting the Department in formulating a response to a work stoppage initiated by the collective bargaining unit and its designated agent.
- E. Assisting the Department in labor contract administration and civil service personnel administration, including matters that reach the level of the State Employee Relations Board, the State Board of Personnel Review, the State and Federal Equal Opportunity Commissions, and State and Federal courts.
- F. Providing interpretation of pronouncements from pertinent labor relations, civil service, and equal employment regulatory agencies and advising the Department on related emerging issues in the public sector.

2.0 GENERAL INSTRUCTIONS AND CONDITIONS

2.1 General Instructions

The evaluation and selection of a contractor and the contract will be based on the information submitted in the proposal plus references and any required oral presentations. Elaborate proposals (i.e., excessive letters of recommendation) beyond that sufficient to present a complete and effective proposal, are neither necessary nor desired. PCJFS and the Board of Perry County Commissioners is not liable for any cost incurred by Proposers who reply to this RFP.

2.2 Contract Period

The contract shall be for a period of one year. PCJFS, at its sole discretion, may decide to extend the contract for two additional years at one-year terms, contingent upon the level of future federal, state and local funding, provider effectiveness and demonstrated need for the services being provided. A contract and any extension require the approval of the PCJFS Director, PCJFS Assistant Director and the Perry County Commissioners.

2.3 Estimated Hours of Service

The Department has historically needed between 25 and 100 hours of services. PCJFS has budgeted an adequate amount of funds to cover any contract expenditure. The budgeted costs include personnel and related business expenses. Due to a significant portion of the Department's funding relying on the appropriations of the General Assembly, the budgeted funds should be considered conditional.

2.4 Incurring Costs

Neither the Department nor the County is liable for any cost incurred by proposers in replying to this RFP.

2.5 Public Information

All proposals shall be deemed public records within the meaning of Chapter 149 of the Ohio Revised Code. However, the contents of the responses for the RFP will not be deemed public records and will be treated as confidential information until completion of the evaluation process. If a Proposer believes that the RFP requires the disclosure of technical, proprietary, or trade secret information that the Proposer is not willing to make public, such information should not be submitted. No part of the proposal may be designated as confidential.

2.6 Proposal are Unconditional

All proposals shall be unconditional. Any proposal that purports to impose conditions not included in this RFP will be deemed non-responsive. PCJFS may, however, waive minor informalities and omissions in a proposal if it decides, in its sole discretion, that such informality or omissions are not prejudicial to interests of PCJFS or to fair competition. The successful Proposer will be required to execute the contract acceptable to PCJFS and the County within 10 days after acceptance of the proposal or within such further time as designated by PCJFS.

2.7 Calendar of Events

Listed below are specific and estimated dates and times of actions related to this RFP. The actions within specific dates must be completed as indicated unless otherwise changed by PCJFS in the event that PCJFS finds it necessary to change any of the specific dates and times in the calendar of events, it will do so by issuing a supplement to this RFP. There may or may not be a formal notification issued for changes in the estimated dates and times.

| Action Item | Delivery Date |
|--------------------------------------|---------------------------|
| RFP Issued | May 7, 2025 |
| Deadline for Receiving RFP Questions | May 27, 2025, by 9:00am |
| Deadline for Issuing RFP Answers | May 28, 2025, by 3:00pm |
| RFP Deadline | June 6, 2025, 12:00pm |
| Proposals Opened | June 6, 2025, 1:00 pm |
| Notification of Intent to Award | June 9 thru June 13, 2025 |

2.8 Provider Email Address

All prospective Proposers must provide an email address to PCJFS, by emailing perryfiscal@jfs.ohio.gov, in order to receive answers to questions submitted regarding this RFP, updates, material changes, and supplements to this RFP. Proposers are responsible for obtaining any such changes without further action from PCJFS.

3.0 PROCEDURES FOR SUBMISSION OF PROPOSALS

3.1 RFP Availability

Copies of this RFP may be obtained by visiting our website www.perryjfs.org, telephone, mail, or email from PCJFS by contacting the Fiscal Department at perryfiscal@jfs.ohio.gov.

3.2 RFP Deliverable

All proposals must be addressed to and received by PCJFS in the following format:

Perry County Job and Family Services
ATTN: Labor Relations RFP
PO Box 311
New Lexington, OH 43764

- OR -

Via email with PDF Attachments to:
perryfiscal@jfs.ohio.gov

All proposals must be received on or before **June 6, 2025, NOON**. Paper copy Proposals should be clearly marked "Labor Relations RFP", or email submission's subject line should read "Labor Relations RFP". Proposals must be received either via mail or email prior to the specified deadline. All proposals must be time-stamped by the stated time. Proposals not time stamped will not be accepted. All proposals must be packaged, sealed and showing information on the outside of the package:

- Proposer's name and address
- RFP title
- Proposal due date

3.3 RFP Original and Copies, or Email Submission

Each Proposer must submit:

HARD COPY:

- One original and three (3) copies, packaged and sealed
- A separate sealed envelope labeled "Cost Proposal" for hourly rate and expense requirements

EMAIL SUBMISSION:

- One PDF attachment with proposal
- One separate PDF attachment with Cost Proposal (can be included within the same email message)

3.4 Inquiries

Written questions concerning this RFP must be submitted and be received by PCJFS no later than the date specified in the Calendar of Events. Questions may be submitted to the address given above or emailed to: perryfiscal@jfs.ohio.gov. PCJFS will endeavor, but shall not be required to answer, any such request for information. If PCJFS does respond, the answers will be furnished to all persons/firms who have received copies of this RFP and provided its email address to PCJFS. All answers will be sent to the email address provided by the Proposer.

3.5 Revision/Withdrawal of Proposal

Proposals may be corrected, modified, or withdrawn prior to the deadline for submission by submitting the required number of copies of such correction, modification, withdrawal or a new submission, clearly marked on the outside envelope with the appropriate heading, by the deadline listed in this RFP. Proposals may not be withdrawn or modified for a period of sixty (60) days after the opening of the proposals.

3.6 Oral Presentations

Selected Proposers may be required to make oral presentations to supplement their proposals, if requested by PCJFS. PCJFS will make every reasonable attempt to schedule each presentation at a time and location that is agreeable to the Proposer. Failure of the Proposer to conduct a presentation to PCJFS on the date scheduled will result in rejection of the Proposer's proposal.

3.7 Limitations

The RFP does not commit PCJFS to award a contract to pay any costs incurred in the preparation of a proposal for this RFP, or to procure or contract for services. PCJFS reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with all qualified sources, or to cancel in part or in its entirety, this RFP if it is in the best interest of PCJFS. PCJFS may require the selected organizations to participate in negotiations and to submit any fiscal, technical, or other revisions of their proposals that may result from negotiations.

3.8 Contract Award

PCJFS may award a cost reimbursement or similar contract based on offers received, without discussion of such offers with the Proposers. Each proposal should, therefore, be submitted in the most favorable terms from a cost, programmatic, and technical standpoint. However, PCJFS reserves the right to conduct an onsite monitoring review of the Proposer and/or request additional data, oral discussion, or presentation in support of the proposal.

4.0 GENERAL REQUIREMENTS AND PROPOSAL FORMAT

The narrative of the proposal must present the following information and be organized with the following headings. Each heading should be separated by tables or otherwise clearly marked. Proposals should be typed (standard typeface, 12-point font) and submitted on 8.5x11 white paper (no less than 1" margins), bound securely.

Required Attachments:

- | | |
|-----------------------------------|--|
| 1. Letter of Transmittal | 5. References |
| 2. History and Effectiveness | 6. Cover Sheet |
| 3. Qualifications of Staff | 7. Signature Affidavit |
| 4. Response to Service Components | 8. Cost Proposal (separate envelope/PDF) |

4.1 Letter of Transmittal

On business letterhead paper, prepare a letter transmitting the proposal. The letter should identify the name, phone number, and email address of a key contact person and have the

signature of a person with authority to obligate the Proposer. The transmittal letter shall also contain a statement that the proposal is a firm offer for a sixty (60) day period.

4.2 Organization History and Statement of Demonstrated Effectiveness

Provide a current description of your organization. Include a discussion of the history of your organization and describe its experience in providing similar services to those specified in this RFP. Be specific and identify projects, dates, services performed and results. Describe the firm's capabilities for providing services on an "as-needed basis" and to provide services during contract negotiations on-site if required beyond the standard workday and on weekends.

4.3 Qualifications of Staff

Provide brief resumes describing the educational and work experiences for each staff member who would likely be assigned to assist the Department and the estimated percentage of time each would be available to the Department. Stress knowledge, skills, and experience of staff related to the requirements of this RFP. Any substitutions in staff or material changes in the amount of staff time to be devoted to the project may not be made without the prior written authorizations of the Department.

4.4 Service Components

A. Describe how you will fulfill the scope and service requirements specified in Section 1.3. Provide supporting documentation of cited past performance.

B. The following general requirements relating to collective bargaining and civil service administration must be addressed for both the organization and the staff that will be providing the services:

- Years of experience negotiating labor contracts in the public sector;
- Number of collective bargaining negotiations participated in during the past three years in public sector;
- Number of collective bargaining negotiations participated in during the past three years in a CDJFS;
- Experience representing clients in collective bargaining arbitration hearings;
- Experience representing clients in collective bargaining mediation;
- Experience representing clients before SERB;
- Experience representing clients before SBPR;
- Experience representing clients before the Ohio Civil Rights Commission;
- Experience representing clients in state court regarding a civil service matter; and
- Experience representing clients in federal court regarding a civil service matter.

4.5 Proposer References

Proposers must include in their proposal a list of public sector organizations, including points of contact (name, address, and telephone number) that can be used as references for work performed in the area of service required. Use the format shown in Attachment C to provide this information. Selected organizations may be contacted to determine the quality of work performed and staff assigned.

4.6 Required Forms

To the narrative portion of the proposal, the following forms are required to be attached:

- Attachment A: Cover Sheet
- Attachment B: Signature Affidavit
- Attachment C: Reference Form

5.0 PREPARING THE COST PROPOSAL

5.1 General

The cost proposal should be submitted in a separate sealed envelope with the written proposal, or a separate PDF attachment if submitted via email. Cost proposals will not be opened until the evaluation of the written proposals has been completed by the evaluation committee. The cost proposal will be scored using a standard quantitative calculation where the most points will be awarded to the proposal with the lowest cost. Various costing methodologies and models are available to analyze the cost information submitted to determine the potential value to be derived by PCJFS. PCJFS will select one method and use it consistently throughout the evaluation.

5.2 Format for Submitting Cost Proposals

The Proposer must provide cost information in two categories, “base hourly rate” and “expenses”. An itemized list of the anticipated expenses should be provided (ie. travel, postage, copies, etc.).

5.3 Fixed Price Period

All prices, costs, and conditions outlined in the proposal shall remain fixed and valid for acceptance for sixty (60) calendar days starting on the due date for the proposals.

6.0 PROPOSAL SELECTION AND AWARD PROCESS

6.1 Preliminary Evaluation

A preliminary review of all proposals submitted on time will be completed to ensure the proposal adheres to the mandatory requirements specified in the RFP. Proposals that meet the mandatory requirements will be deemed qualified. Those that do not, shall be deemed non-qualified. Non-qualified proposals may be rejected at the discretion of PCJFS. In the event that all Proposers do not meet one or more of the mandatory requirements, PCJFS reserves the right to continue the evaluation of the proposals and to select the proposal which most closely meets the requirements specified in the RFP.

Qualified proposals in response to this RFP must contain the following mandatory requirements:

- a. Timely Submission – the proposal is received at the address designated above, or received via email, no later than the specified deadline. Proposals mailed but not received at the designated location shall be deemed non-qualified and rejected.
- b. Transmittal Letter
- c. History and Effectiveness
- d. Qualifications of Staff
- e. Responses to Service Components
- f. References
- g. Cover Sheet

- h. Signature Affidavit
- i. Cost Proposal (separate envelope or PDF attachment)

6.2 Scoring Evaluation

Accepted proposals will be reviewed by an evaluation committee and scored against the stated criteria. The committee may review references, request oral presentations, and use the results in scoring the proposals.

6.3 Right to Reject Proposals and Negotiate Contract Terms

PCJFS reserves the right to accept or reject any and all proposals or reflect any part thereof. Further, PCJFS reserves the right to negotiate the terms of the contract, including the award amount, with the selected Proposer prior to entering into such a contract. If contract negotiations cannot be concluded successfully with the highest scoring Proposer, PCJFS may negotiate a contract with the next highest scoring Proposer.

6.4 Evaluation Process

PCJFS reserves the right to interview or to seek additional information related to criteria already in the RFP from any candidate after opening the proposals, but before entering into a contract, to reject any proposal if it deems it to be in the best interest of PCJFS, and to award a contract to the next qualified Proposer. PCJFS reserves the right to check references identified by any Proposer or associated with any previous employer of any employee of the Proposer identified in the proposal. Based upon the results of the evaluation, PCJFS will select the proposal deemed to be most advantageous, with price and other factors considered. PCJFS reserves the right to award a contract based on considerations other than price.

6.5 Award of Contract

PCJFS will prepare a contract with the successful Proposer and recommend its approval by the Board of Perry County Commissioners.

7.0 EVALUATION CRITERIA

7.1 Mandatory Criteria

PCJFS will evaluate the proposals based on the required criteria listed in the RFP.

7.2 Qualifications of Staff Assigned to Project

It should be noted that the evaluation criteria are designed to evaluate individuals and firms. If the proposer is a firm whose staff will collectively fulfill the requirements, the firm should submit qualifications of individuals that will be working on the project on behalf of PCJFS. Proposals where the work is done by an unqualified employee/consultant under supervision of a qualified individual, will be deemed non-responsive.

7.3 Scoring

Proposers will receive scores based on firm capabilities, knowledge and experience of staff, proposer's references, and price. See Attachment D for the evaluation scoring sheet that will be utilized to score the proposals.

8.0 PROTEST PROCEDURE

8.1 Protests

Any potential, or actual, Proposer objecting to the award of a contract resulting from the issuance of this RFP may file a protest of the award of the contract, or any other matter relating to the process of soliciting the proposals. The protest shall be in writing and contain the following:

A. A protest may be filed by a prospective or actual bidder objecting to the award of a contract resulting from this RFP. The protest shall be in writing and shall contain the following information:

- a. The name, address and telephone number of the protestor.
- b. A detailed statement of the legal and factual grounds for the protest, including copies of any relevant documents.
- c. A request for a ruling by PCJFS.
- d. A statement as to the form of relief requested from PCJFS.
- e. Any other information the protestor believes to be essential to the determination of the factual and legal questions at issue in the written protest.

B. A timely protest shall be considered by PCJFS if it is received within the following periods:

- a. A protest based upon alleged improprieties in the issuance of the RFP or any other event preceding the closing date for receipt of proposals which are apparent or should be apparent prior to the closing date for the receipt of proposals shall be filed no later than 1:00pm on the closing date for the receipt of proposals, as specified in the Calendar of Events, of this RFP.
- b. If the protest relates to the announced intent to award a contract, the protest shall be filed no later than 1:00pm of the fifth (5th) calendar days after the notification of intent to award date as specified in the Calendar of Events of this RFP.

C. An untimely protest may be considered by PCJFS if it determined that the protest raises issues significant to PCJFS's procurement system. An untimely protest is one received by PCJFS after the time period mentioned in item B of this section.

D. All protests must be filed at the following location:

Perry County Job and Family Services
5250 State Route 37 E
PO Box 311
New Lexington, OH 43764
perryfiscal@jfs.ohio.gov

E. When a timely protest is filed, a contract award will not proceed until a decision on the protest is issued or the matter is otherwise resolved, unless PCJFS determines that a delay will severely disadvantage PCJFS. The Proposer(s) who would have been awarded the contract shall be notified in receipt of the protest.

F. PCJFS will issue a written decision on all timely protests and shall notify any vendor who filed an untimely protest as to whether or not the protest will be considered.

8.2 Caveats

PCJFS is under no obligation to issue a contract as a result of this solicitation if, in the opinion of PCJFS, none of the proposals are responsive to the objectives and needs of PCJFS. PCJFS reserves the right to not select any vendor should PCJFS decide not to proceed. Changes in this RFP of a material nature will be provided to the email address provided to PCJFS. All Proposers are responsible for supplying PCJFS with a valid email address and for obtaining any such changes without further notice by PCJFS.

**ATTACHMENT A: COVER SHEET
PCJFS REQUEST FOR PROPOSAL
LABOR RELATIONS AND PERSONNEL ADMINISTRATION**

SECTION I. PROPOSER CONTACT INFORMATION

| | | | |
|---------------|--|-------|--|
| Proposer Name | | | |
| Address | | | |
| Contact Name | | Email | |
| Phone | | Fax | |

SECTION II. TYPE OF ORGANIZATION

| | | |
|--------------------------------------|---|-------------------|
| <input type="radio"/> Public | Type (County, School District, College) | |
| <input type="radio"/> Private | Type (Not for Profit) | |
| Date Incorporated (If Applicable) | | Tax Exempt Status |

SECTION III. ORGANIZATIONAL STRUCTURE (Select One)

| |
|---|
| <input type="radio"/> Organization is independently operated (Legally Unaffiliated: do not complete Section IV) |
| <input type="radio"/> Organization is affiliated with a parent organization (complete Section IV) |

SECTION IV. PARENT ORGANIZATION INFORMATION

| | | | |
|---------------------|--|-------|--|
| Type of Affiliation | <input type="radio"/> Subsidiary <input type="radio"/> Chapter <input type="radio"/> Branch <input type="radio"/> Other (Describe): | | |
| Parent Organization | | | |
| Address | | | |
| Contact Name | | Email | |
| Phone | | Fax | |

ATTACHMENT B
SIGNATURE AFFIDAVIT

In signing this proposal, I/we also certify that I/we have not either directly or indirectly entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition, that no attempt has been made to induce any other person or firm to submit or not to submit a proposal, that this proposal has been independently arrived at without collusion with any other proposer competitor or proposals to any other proposer or competitor, that the above statement is accurate under penalty of perjury.

The undersigned, submitting this proposal, hereby agrees with all the terms, conditions, and specifications required by PCJFS in this request for proposal, and declare that the attached proposal and pricing are in conformity therein.

SIGNATURE

DATE

NAME (Type or Print)

FIRM

TITLE

ADDRESS

EMAIL

PHONE

**ATTACHMENT C
REFERENCE SHEET FORMAT**

FOR PROPOSER: Provide organization's name, address, and contact person, telephone number, and appropriate information on the services provided within the past five years with requirements similar to those included in this RFP.

ORGANIZATION REFERENCE 1:

| | | | |
|--------------------|--|-------|--|
| BUSINESS NAME | | | |
| ADDRESS | | | |
| CONTACT PERSON | | PHONE | |
| SERVICES PERFORMED | | | |

ORGANIZATION REFERENCE 2:

| | | | |
|--------------------|--|-------|--|
| BUSINESS NAME | | | |
| ADDRESS | | | |
| CONTACT PERSON | | PHONE | |
| SERVICES PERFORMED | | | |

ORGANIZATION REFERENCE 3:

| | | | |
|--------------------|--|-------|--|
| BUSINESS NAME | | | |
| ADDRESS | | | |
| CONTACT PERSON | | PHONE | |
| SERVICES PERFORMED | | | |

ATTACHMENT D
PROPOSAL EVALUATION SHEET

PROPOSAL SUBMITTED BY: _____

COMPLIANCE CHECKLIST FOR PROPOSAL ACCEPTANCE:

- ☐ Submitted by Deadline
- ☐ Submitted in Proper Manner
 - ☐ One Original and Three Copies – OR –
 - ☐ Email Submission
- ☐ RFP Formatted Correctly
- ☐ Letter of Transmittal
- ☐ History and Effectiveness
- ☐ Qualifications of Staff
- ☐ Response to Service Components
- ☐ Cost Proposal Submitted in a Separate Sealed Envelope (or separate PDF attachment)
- ☐ Required Attachments
 - ☐ Cover Sheet
 - ☐ Signature Affidavit
 - ☐ References

EVALUATOR'S ASSESSMENT

- ☐ Responsive
- ☐ Non-Responsive

Evaluator's Name: _____

EVALUATION CRITERIA
RFP for Labor Relations and Personnel Administration

Name of Proposer: _____

Experience and Capabilities – Maximum 35 Points

- | | | |
|---|----------|----------------------|
| 1. Commitment of proposer to be available on an “as-needed” basis. | 4 points | <input type="text"/> |
| 2. Years of collective bargaining negotiations experience in the public sector (5 years is the benchmark). | 4 points | <input type="text"/> |
| 3. Number of collective bargaining negotiations participated in during the past three years in public sector (15 is the benchmark). | 4 points | <input type="text"/> |
| 4. Number of collective bargaining negotiations participated in during the past three years in a CDJFS (5 is the benchmark). | 4 points | <input type="text"/> |
| 5. Experience representing clients in collective bargaining arbitration hearings (10 hearings or 5 years is the benchmark). | 4 points | <input type="text"/> |
| 6. Experience representing clients in collective bargaining mediation (20 hearings or 5 years is the benchmark). | 4 points | <input type="text"/> |
| 7. Experience in legal representation of clients before SERB (5 hearings or 5 years is the benchmark). | 4 points | <input type="text"/> |
| 8. Experience in legal representation of clients before SBPR (10 hearings or 5 years is the benchmark). | 4 points | <input type="text"/> |
| 9. Experience representing clients before the Ohio Civil Rights Commission (3 clients or 3 years is the benchmark). | 3 points | <input type="text"/> |

Total Points Awarded in Experience and Capabilities (35 Max.) _____

Assigned Staff Experience and Capabilities – Maximum 50 Points

- | | | |
|---|----------|----------------------|
| 1. Years of collective bargaining negotiations experience in the public sector (5 years is the benchmark). | 5 points | <input type="text"/> |
| 2. Number of collective bargaining negotiations participated in during the past three years in public sector (15 is the benchmark). | 5 points | <input type="text"/> |
| 3. Number of collective bargaining negotiations participated in during the past three years in a CDJFS (5 is the benchmark). | 5 points | <input type="text"/> |
| 4. Experience representing clients in collective bargaining arbitration hearings (10 hearings or 5 years is the benchmark). | 5 points | <input type="text"/> |
| 5. Experience representing clients in collective bargaining mediation (20 hearings or 5 years is the benchmark). | 5 points | <input type="text"/> |
| 6. Experience in legal representation of clients before SERB (5 hearings or 5 years is the benchmark). | 5 points | <input type="text"/> |
| 7. Experience in legal representation of clients before SBPR (10 hearings or 5 years is the benchmark). | 5 points | <input type="text"/> |
| 8. Experience representing clients before the Ohio Civil Rights Commission (3 clients or 3 years is the benchmark). | 5 points | <input type="text"/> |
| 9. Experience representing clients in state court in a civil service matter (2 cases is the benchmark). | 5 points | <input type="text"/> |

10. Experience representing clients in federal court in a civil service matter (2 cases is the benchmark). 5 points ☐

Total Points Awarded in Staff Experience and Capabilities (50 Max.) _____

Price and Cost – Maximum 15 Points

1. Proposer's budget is in the required format (ie. hourly rate plus expenses). 3 points ☐
2. Proposer does not require a retainer. 6 points ☐
3. Proposer's hourly rate (in year one of the contract) does not exceed the cost analysis. 6 points ☐

Total Points Awarded in Price and Cost (15 Max.) _____

GRAND TOTAL POINTS AWARDED (100 Max.) _____

Comments:

Signature of Evaluator

Date