

JACKSON PUBLIC SCHOOL DISTRICT

Jackson, Mississippi
Date: October 06, 2020

**Board of Trustees
Jackson Public School District
Jackson, Mississippi**

Ladies and Gentlemen:

Presented for your review on the attached page(s) are the bid tabulations for the formal bid proposals which were received in response to the bid solicitations indicated below. Bids were publicly advertised and opened according to all legal requirements (Mississippi Code of 1972, §31-7-13). All bids were tabulated, analyzed and based upon compliance with the specifications; the "lowest and best" bids were determined. Recommendations concerning the award of bids received for each bid category are contained on the attached page(s). Please consider recommendations for the following:

Bid Number	Opening Date	Bid Name
3148	09-16-20	Provine High School Kitchen Plumbing Repairs
RFP 2020-14	07-17-20	Translation, Interpretation and Transcript Services
RFP 2020-16	08-06-20	JPSD Teacher Certification Program

It is recommended that the following action be taken by the Board of Trustees:

A. **AN ORDER** be adopted ratifying the prior solicitation of bid proposals for the equipment, supplies, commodities and/or services in each bid category indicated above.

B. **AN ORDER** be adopted authorizing the Chief Financial Officer or her designee to issue purchase orders and/or execute contracts and all related documents on behalf of the Board of Trustees to the vendors deemed to have submitted the "lowest and best" bids as indicated on the attached pages.

C. **AN ORDER** be adopted to reject the bid of bidders who failed to comply with bid requirements, for the reason(s) indicated with each bid category, on the attached pages.

D. **AN ORDER** be adopted to authorize the informal purchase of items according to all legal requirements and to the extent allowed under the law (Mississippi Code 1972, Annotated, §31-7-13(b)) for which no formal bids were received as indicated in the detailed support documentation on file in the Business Office.

Submitted by:
Sharolyn Miller
Chief Financial Officer

Recommendation approved by:
Dr. Errick L. Greene, Superintendent
Superintendent of Schools

Information about the Content and Formatting of the Attached Bid Tabulation Sheet(s)

Pursuant to the legal requirements as outlined in the Mississippi Code 1972, Annotated, §31-7-13(d), all bid proposals received were compared to the written bid specifications and the recommendation to purchase or for rejection is indicated on the following pages, as per the manner prescribed below.

Recommendation to Purchase:

The recommendation to purchase from or award a contract to any vendor, is indicated on the attached tabulation sheet(s) by placing "Low Bid" to the right of the vendor's name/pricing and bolding the information.

Rejection of an Item or an Entire Bid:

The law requires that the District clearly state why in each instance that the lowest bid received is not the recommended "lowest and best" bid. The specific reason that an item or service, or a vendor's entire bid proposal, must be deemed "irregular" or "non-compliant" with the written bid specifications and therefore cannot be recommended for purchase, is indicated on the attached tabulation sheet(s) by drawing a line through the vendor's name/pricing and indicating the rejection reason beside the item.

Unit Price Differences Between the Lowest and the "Lowest and Best" Bid:

The unit price of all items is indicated and a difference between the bid unit price of the proposed item being rejected and the unit price of the item being recommended for purchase as the "lowest and best" can easily be computed from the data on the following pages. For each item, please see the attached tabulation sheet(s) for the bid name and number and opening date, item description, unit of measure, quantity purchased, and the unit or total pricing submitted by all vendors offering bid proposals.

Minority Vendor Participation in the Bid Process:

At the direction of the Board, all minority and women owned and operated vendors offering bid proposals are identified on the attached tabulation sheets, for informational purposes only. The following coding has been used:

- "M" Minority (Male) owned and operated business
- "W" Women (Non-minority) owned and operated business
- "B" Minority (Women) owned and operated business
- "N" Non-Minority owned and operated business

Bid 3148 (09-16-20) – Provine High School Kitchen Plumbing Repairs
Funding Source: 3914-900-5600-000-450-068
Recommendation: Lena Franklin and Sandra Robinson

	Vendor	Location	Amount	Alternate #1	Alternate #2	Alternate #3	Total
W	BIG Construction	Ridgeland, MS	\$295,000	\$7,000	\$21,000	\$52,000	\$375,000
N	Fountain Construction Co., Inc.	Jackson, MS	\$333,000	\$5,000	\$31,000	\$105,000	\$474,000

Alternate #1 – Remove all trees and shrubs in the existing courtyard; regrade and sod only

Alternate #2 – In lieu of simply patching the floor area where trenching will occur in the cafeteria, replace the cafeteria VCT in its entirety

Alternate #3 – In lieu of simply patching the quarry tile around each floor drain in the kitchen area, replace the quarry tile in its entirety

RFP 2020-14 (07-17-20) – Translations, Interpretation and Transcription Services
Source of Funds:
Recommendation Per: Dr. William Merritt

	Vendor	Location	Amount
	CIT	Burbank, CA	
	THERAPIA STAFFING LLC	Coral Springs, FL	
	ACUTRAN	Hickory Hills, IL	
	VERBIT	New York, NY	
	Rugamas Creative Solutions	San Antonio, TX	
	Idea Translations	Springfield, VA	

CIT provides translation in over 200 languages. Provides translation, transcription, and interpretation services. **CIT identifies onsite interpreters.** Spanish translation is \$ 0.09 per word, Somoan \$ 0.20 per word Spanish and other languages **on site interpreting at \$60.00 per hour**, English audio transcription at \$3.5 per minute, and foreign audio transcription \$4.50 per minute.
Overall Rubric Score: 455/500

Therapia Staffing LLC scope of work was in sign language interpreting and major focus of the company was in healthcare staffing.
Overall Rubric score: 286/500

Acutran provides Telephonic interpreting at \$0.89, provides translation of 12 different languages at a price range of \$0.12 per word to \$0.28 per word. Transcription provided in English and Spanish at 5.50 per minute.

Overall Rubric score:177/500

Verbit pricing for transcription at 1.56 per minute with a 12 hours turnaround time. \$1.17 per minute with a 96 hours turnaround time. The request for Interpretation and Translation were responded to as N/A from the vendor.

Overall Rubric Score: 245/500

Rugamas provides that work less than 100 words at regular request is no cost, less than 100 words next-day = \$0.09 per word, same day = \$0.11 cents per word; more than 100 words = \$0.12 cents per word for regular service, \$0.15 cents per word for next day, and \$0.18 cents per word for same day.

Overall Rubric score: 424/500

Idea Translations pricing of English to Spanish at \$0.07 cents per word, to Arabic, French, Chinese, Vietnamese, Haitian Creole at \$0.17 cents per word; English to Urdu, Chuj, Amharic, Wolof, Gujarati, Igbo, and Samoan at \$0.24 cents per word. Additionally, this company has experience translating IEPs. Translation and Transcription are handled by electronic means. Exposure to 360 suitable translators.

Overall Rubric Score: 423/500

RFP Rubric Score Summary						
Vendor	CIT	Therapia	Acutran	Verbit	Rugmas	Idea
Reviewer1	98/100	86/100	30/100	75/100	50/100	97/100
Reviewer2	86/100	10/100	45/100	76/100	84/100	78/100
Reviewer3	78/100	90/100	82/100	40/100	33/100	88/100
Reviewer4	95/100	55/100	10/100	54/100	80/100	100/100
Reviewer5	98/100	50/100	10/100	40/100	90/100	60/100
Total	455	286	177	245	424	423

RFP 2020-16 (08-06-20) – JPSD Teacher Certification Program

Funding Source:

Recommendation: Dr. William Merritt

	Vendor	Location	Amount
N	William Carey University	Hattiesburg, MS	\$ TBD

Only one vendor submitted a proposal.