



Friday, September 13, 2024

## Notice of Proposal Action

**Solicitation Number:** 24-51 ST

**Solicitation Title:** Compensation Study

**Solicitation Type:** Request for Proposal-RFP

**Protest Deadline:** Wednesday, September 18, 2024 at 4:00 p.m.

The Purchasing Division received response(s) for the above solicitation on:

Friday, August 9, 2024 at 10:30 AM

At the solicitation opening all submissions were recorded. It is the City of Sarasota's intent to award a contract for this solicitation to the following vendor(s).

**The Archer Company**

DocuSigned by:  
  
Jennifer Jorgensen  
Director, Governmental Relations

13 September 2024

Date

A bidder may file a Notice of Protest by emailing or faxing said Notice to the City of Sarasota Purchasing General Manager within 3 business days of the issuance of the Notice of Bid/Proposal Action. Such Notice of Protest shall include the bid or proposal number and title; the name and address of the protestor; and a brief statement as to the basis of the protest. The complete written protest must be filed with the Purchasing General Manager within 10 calendar days of the issuance of the Notice of Bid/Proposal Action. Please reference City of Sarasota Ordinance 12-5009 for details and layout of response.

# Final Scoring Report Package

Member Number	Vendor Number	Cat1	Cat2	Cat3	Cat4	Cat5	Points	Rank
Member 1	Vendor 1	15	20	5	13	20	73	2
	Vendor 2	14	15	4	13	9.14	55.14	5
	Vendor 3	19	25	10	20	8.99	82.99	1
	Vendor 4	12	15	4	15	7.69	53.69	6
	Vendor 5	15	15	8	13	6.08	57.08	4
	Vendor 6	20	15	8	15	5	63	3

Member Number	Vendor Number	Cat1	Cat2	Cat3	Cat4	Cat5	Points	Rank
Member 2	Vendor 1	20	30	8	18	20	96	1
	Vendor 2	12	25	9	16	9.14	71.14	3
	Vendor 3	16	25	10	20	8.99	79.99	2
	Vendor 4	10	20	6	16	7.69	59.69	5
	Vendor 5	16	20	5	12	6.08	59.08	6
	Vendor 6	12	25	5	16	5	63	4

Member Number	Vendor Number	Cat1	Cat2	Cat3	Cat4	Cat5	Points	Rank
Member 3	Vendor 1	15	17	10	15	20	77	4
	Vendor 2	20	30	8	20	9.14	87.14	2
	Vendor 3	20	30	10	20	8.99	88.99	1
	Vendor 4	17	30	9	15	7.69	78.69	3
	Vendor 5	17	30	9	10	6.08	72.08	5
	Vendor 6	17	20	9	10	5	61	6

Member Number	Vendor Number	Cat1	Cat2	Cat3	Cat4	Cat5	Points	Rank
Member 4	Vendor 1	0	0	0	0	0	0	0
	Vendor 2	0	0	0	0	0	0	0
	Vendor 3	0	0	0	0	0	0	0
	Vendor 4	0	0	0	0	0	0	0
	Vendor 5	0	0	0	0	0	0	0
	Vendor 6	0	0	0	0	0	0	0

Member Number	Vendor Number	Cat1	Cat2	Cat3	Cat4	Cat5	Points	Rank
Member 5	Vendor 1	20	25	10	20	20	95	1
	Vendor 2	20	30	8	20	9.14	87.14	2
	Vendor 3	20	30	8	20	8.99	86.99	3
	Vendor 4	20	30	8	20	7.69	85.69	4
	Vendor 5	16	15	8	12	6.08	57.08	6
	Vendor 6	16	18	10	18	5	67	5

<b>Committee Member List</b>		
Member 1	Dominique Andersc	
Member 2	Ben Billingsley	
Member 3	Stacie Mason	
Member 4	Deb Muller	Deb Muller was unable to participate in the scoring process
Member 5	Hayden Gaston	

**Summary Scoring by Category for RFP #**

**24-51**

**Evaluation No: Eval1**

Vendor Number	Member Number	Total Points:	Ranking
vendor1	member1	73	2
	member2	96	1
	member3	77	4
	member4	0	0
	member5	95	1

Vendor Number	Member Number	Total Points:	Ranking
vendor2	member1	55.14	5
	member2	71.14	3
	member3	87.14	2
	member4	0	0
	member5	87.14	2

Vendor Number	Member Number	Total Points:	Ranking
vendor3	member1	82.99	1
	member2	79.99	2
	member3	88.99	1
	member4	0	0
	member5	86.99	3

Vendor Number	Member Number	Total Points:	Ranking
vendor4	member1	53.69	6
	member2	59.69	5
	member3	78.69	3
	member4	0	0
	member5	85.69	4

Vendor Number	Member Number	Total Points:	Ranking
vendor5	member1	56.08	4
	member2	59.08	6
	member3	72.08	5
	member4	0	0
	member5	57.08	6

Vendor Number	Member Number	Total Points:	Ranking
---------------	---------------	---------------	---------

**Summary Scoring by Category for RFP #**

**24-31**

**Evaluation No: Eval1**

vendor6	member1	63	3
	member2	63	4
	member3	61	6
	member4	0	0
	member5	67	5

Vendor1	Evergreen Associates, LLC
Vendor2	Bolton Partners, Inc.
Vendor3	The Archer Company
Vendor4	MGT of American Consulting, Inc.
Vendor5	Gallagher Benefit Services
Vendor6	CBIZ Compensation Consulting

Vender Number	Total From Rankings	Overall Ranking
vendor3	8	1
vendor1	9	2
vendor2	13	3
vendor4	19	4
vendor6	19	4
vendor5	22	5

Enter by Sign: Samuel Thompson Print Name: Samuel Thompson, NIGP-CPP,

Title: Professional Buyer

Verified by Sign: Jessica Smith Print Name: Jessica Smith, NIGP-CPP, CPPB

**City of Sarasota**  
**MEMBER EVALUATION SCORING SHEET**

*For*  
**24-51ST, Compensation Study**  
**Number of scoring sheets. Sheet 1 of 2**

Proposer #1	Evergreen Solutions, LLC
Proposer #2	Bolton Partners, Inc.
Proposer #3	The Archer Company
Proposer #4	MGT of America Consulting, LLC
Proposer #5	Gallagher Benefit Services, Inc.

EVALUATION FACTORS		PROPOSER				
		# 1	# 2	# 3	# 4	# 5
1. Qualifications of Company	20	20	20	20	20	16
2. Personnel	30	25	30	30	30	15
3. Services/References	10	10	8	8	8	8
4. Proposal Requirements	20	20	20	20	20	12
6. Pricing	20	20	9.14	8.99	7.69	6.08
<b>Total Points Scored</b>	<b>100</b>	<b>95</b>	<b>87.14</b>	<b>86.99</b>	<b>85.69</b>	<b>57.08</b>
<b>Ranking</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>6</b>

Committee Member: (print name) Hayden Gaston      Initials HG

Signature:  \_\_\_\_\_ Date: 9/10/24

Summary by:  \_\_\_\_\_ Date: 9/10/24

Note: This form is to be completed by each member of the selection committee.

**Committee Member Number: 5**

**City of Sarasota**  
**MEMBER EVALUATION SCORING SHEET**

*For*  
**24-51ST, Compensation Study**  
**Number of Scoring Sheets. Sheet 2 of 2**

<b>Proposer #6</b>	<b>CBIZ Compensation Consulting</b>
--------------------	-------------------------------------

EVALUATION FACTORS		PROPOSER				
		# 6	# 7	# 8	#9	#10
<b>1. Qualifications of Company</b>	<b>20</b>	14				
<b>2. Personnel</b>	<b>30</b>	18				
<b>3. Services/References</b>	<b>10</b>	10				
<b>4. Proposal Requirements</b>	<b>20</b>	18				
<b>6. Pricing</b>	<b>20</b>	5				
<b>Total Points Scored</b>	<b>100</b>	67				
<b>Ranking</b>		5				

**Committee Member:** (print name)

**Signature:**  **Date:** 9/10/24

**Summary by:**  **Date:** 9/10/24

**Note:** This form is to be completed by each member of the selection committee.

**Committee Member Number: 5**

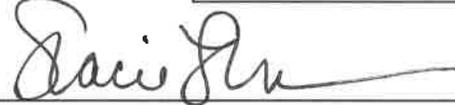
**City of Sarasota**  
**MEMBER EVALUATION SCORING SHEET**

*For*  
**24-51ST, Compensation Study**  
**Number of scoring sheets. Sheet 1 of 2**

<b>Proposer #1</b>	Evergreen Solutions, LLC
<b>Proposer #2</b>	Bolton Partners, Inc.
<b>Proposer #3</b>	The Archer Company
<b>Proposer #4</b>	MGT of America Consulting, LLC
<b>Proposer #5</b>	Gallagher Benefit Services, Inc.

EVALUATION FACTORS		PROPOSER				
		# 1	# 2	# 3	# 4	# 5
<b>1. Qualifications of Company</b>	20	15	20	20	17	17
<b>2. Personnel</b>	30	17	30	30	30	30
<b>3. Services/References</b>	10	10	8	10	9	9
<b>4. Proposal Requirements</b>	20	15	20	20	15	10
<b>6. Pricing</b>	20	20	9.14	8.99	7.69	6.08
<b>Total Points Scored</b>	100	77	87.14	88.99	78.69	72.08
<b>Ranking</b>						

**Committee Member:** (print name)   Initials SM

**Signature:**  **Date:** 9/10/24

**Summary by:**  **Date:** 9/10/24

**Note:** This form is to be completed by each member of the selection committee.

**Committee Member Number: 3**

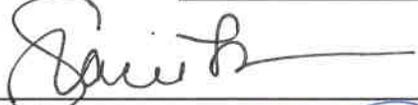
**City of Sarasota**  
**MEMBER EVALUATION SCORING SHEET**

*For*  
**24-51ST, Compensation Study**  
**Number of Scoring Sheets. Sheet 2 of 2**

<b>Proposer #6</b>	<b>CBIZ Compensation Consulting</b>
--------------------	-------------------------------------

EVALUATION FACTORS		PROPOSER				
		# 6	# 7	# 8	#9	#10
<b>1. Qualifications of Company</b>	<b>20</b>	17				
<b>2. Personnel</b>	<b>30</b>	20				
<b>3. Services/References</b>	<b>10</b>	9				
<b>4. Proposal Requirements</b>	<b>20</b>	10				
<b>6. Pricing</b>	<b>20</b>	5				
<b>Total Points Scored</b>	<b>100</b>	61				
<b>Ranking</b>						

**Committee Member:** (print name) Stacie Mason      Initials SM

**Signature:**  \_\_\_\_\_ **Date:** 9/10/24

**Summary by:**  \_\_\_\_\_ **Date:** 9/10/24

**Note: This form is to be completed by each member of the selection committee.**

**Committee Member Number: 3**

**City of Sarasota**  
**MEMBER EVALUATION SCORING SHEET**

*For*  
**24-51ST, Compensation Study**  
**Number of scoring sheets. Sheet 1 of 2**

<b>Proposer #1</b>	Evergreen Solutions, LLC
<b>Proposer #2</b>	Bolton Partners, Inc.
<b>Proposer #3</b>	The Archer Company
<b>Proposer #4</b>	MGT of America Consulting, LLC
<b>Proposer #5</b>	Gallagher Benefit Services, Inc.

EVALUATION FACTORS		PROPOSER				
		# 1	# 2	# 3	# 4	# 5
<b>1. Qualifications of Company</b>	20	15	14	19	12	15
<b>2. Personnel</b>	30	20	15	25	15	15
<b>3. Services/References</b>	10	5	4	10	4	8
<b>4. Proposal Requirements</b>	20	13	13	20	15	12
<b>6. Pricing</b>	20	20	9.14	8.99	7.69	6.08
<b>Total Points Scored</b>	<b>100</b>	73	55.14	82.99	53.69	56.08
<b>Ranking</b>		2	5	1	6	34 <small>24</small>

**Committee Member:** (print name) Dominique Anderson      Initials

**Signature:**       **Date:** 9/10/24

**Summary by:**       **Date:** 9/10/24

**Note:** This form is to be completed by each member of the selection committee.

**Committee Member Number: 1**

**City of Sarasota**  
**MEMBER EVALUATION SCORING SHEET**

*For*  
**24-51ST, Compensation Study**  
**Number of Scoring Sheets. Sheet 2 of 2**

<b>Proposer #6</b>	<b>CBIZ Compensation Consulting</b>
--------------------	-------------------------------------

EVALUATION FACTORS		PROPOSER				
		# 6	# 7	# 8	#9	#10
<b>1. Qualifications of Company</b>	<b>20</b>	20				
<b>2. Personnel</b>	<b>30</b>	15				
<b>3. Services/References</b>	<b>10</b>	8				
<b>4. Proposal Requirements</b>	<b>20</b>	15				
<b>6. Pricing</b>	<b>20</b>	5				
<b>Total Points Scored</b>	<b>100</b>	63				
<b>Ranking</b>		3				

<b>Committee Member:</b> (print name)	Dominique Anderson	Initials <i>DA</i>
---------------------------------------	--------------------	--------------------

**Signature:** *D. Anderson* **Date:** 9/10/24

**Summary by:** *S. D. Dan* **Date:** 9/10/24

**Note: This form is to be completed by each member of the selection committee.**

**Committee Member Number: 1**

**City of Sarasota**  
**MEMBER EVALUATION SCORING SHEET**

*For*  
**24-51ST, Compensation Study**  
**Number of scoring sheets. Sheet 1 of 2**

<b>Proposer #1</b>	Evergreen Solutions, LLC
<b>Proposer #2</b>	Bolton Partners, Inc.
<b>Proposer #3</b>	The Archer Company
<b>Proposer #4</b>	MGT of America Consulting, LLC
<b>Proposer #5</b>	Gallagher Benefit Services, Inc.

EVALUATION FACTORS		PROPOSER				
		# 1	# 2	# 3	# 4	# 5
<b>1. Qualifications of Company</b>	20	20	17	16	10	16
<b>2. Personnel</b>	30	30	25	25	20	20
<b>3. Services/References</b>	10	8	9	10	6	5
<b>4. Proposal Requirements</b>	20	18	16	20	16	12
<b>6. Pricing</b>	20	20	9.14	8.99	7.69	6.08
<b>Total Points Scored</b>	100	96	71.14	79.99	59.69	59.08
<b>Ranking</b>		1	3	2	5	6

**Committee Member:** (print name) Ben Billingsley Initials BB

**Signature:**  **Date:** 9/10/24

**Summary by:**  **Date:** 9/10/24

**Note:** This form is to be completed by each member of the selection committee.

**Committee Member Number: 2**

**City of Sarasota**  
**MEMBER EVALUATION SCORING SHEET**

*For*  
**24-51ST, Compensation Study**  
**Number of Scoring Sheets. Sheet 2 of 2**

<b>Proposer #6</b>	<b>CBIZ Compensation Consulting</b>
--------------------	-------------------------------------

EVALUATION FACTORS		PROPOSER				
		# 6	# 7	# 8	#9	#10
<b>1. Qualifications of Company</b>	<b>20</b>	12				
<b>2. Personnel</b>	<b>30</b>	25				
<b>3. Services/References</b>	<b>10</b>	5				
<b>4. Proposal Requirements</b>	<b>20</b>	16				
<b>6. Pricing</b>	<b>20</b>	5				
<b>Total Points Scored</b>	<b>100</b>	63				
<b>Ranking</b>		4				

<b>Committee Member:</b> (print name) Ben Billingsley	Initials <b>BB</b>
---	--------------------

**Signature:**  **Date:** 9/10/24

**Summary by:**  **Date:** 9/10/24

**Note:** This form is to be completed by each member of the selection committee.

**Committee Member Number: 2**