

June 2, 2011

Tatyana Arsh, P.E., Director
Department of Public Utilities
910 Dublin Road, 4th Floor
Columbus, OH 43215

RE: Employee Mentoring Program Design and Services for Public Utilities

Dear Director Arsh,

Attached for your consideration and pursuant to the provisions of Section 329.14 of the Columbus City Codes, the Evaluation Committee hereby submits our ranking of offerors with explanations of the basis for awarding a professional service contract through the RFP process.

The offerors were ranked based upon the criteria established in the request for proposal. Analysis of each offeror's proposal as to the aforementioned criteria is provided in the attached.

Should you have questions please contact the project manager.

Sincerely,


_____, Evaluation Committee Member
Vonna Hayes


_____, Evaluation Committee Member
Bee Tolber


_____, Evaluation Committee Member
Frank Watson




_____, Project Manger
Keena Smith

pc: Evaluation Committee Members

PROJECT: Employee Mentoring Program Design and Services for Public Utilities

The Evaluation Committee selects the company earning the highest score, RAMA Consulting Group .

Director 's Approval / Disapproval / Comments:

	  _____ Tatyana Arsh, P.E., Director Department of Public Utilities
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Approved Disapproved

**Department of Utilities
Summary Report**

Division: Director's Office

Estimated Cost: \$175,000

Date of Notice

Project: Employee Mentoring Program Design & Services to Public Utilities

to City Council: 3/1/2011

RFP Due Date: 4/29/2011

Date of Report: 5/31/2011

Committee's Ranking of Technical Proposals

Offeror:

Score

Clinton Consultants, LLC

57

RAMA Consulting Group

78

Committee Members:

Name:

Vonna Hayes

Bee Tolber

Frank Watson

Classification:

HR Analyst

Inventory Control Mgr.

Analyst II

Division:

Director's Office/HR

Sewerage & Drainage

Director's Office

Department:

Public Utilities

Public Utilities

Public Utilities

**Evaluation of Technical Proposal by Evaluation Committee
for**

**Employee Mentoring Program
and Design Services**

Scoring Summary			
Criteria	Max Points	Clinton	RAMA
Proposal Quality	40	17	30
Experience of Team	20	15	18
Past Performance	20	10	15
Local Workforce	20	15	15
		57	78

**Evaluation of Technical Proposal by Evaluation Committee
for
Employee Mentoring Program Design and Services**

Criterion (from public notice): Proposal Quality

Offeror: Clinton

Proposed Subcontractors: Tom Erb, Emily Garrison, Dennis Armstrong, Tanya Carmichael, Al Warner

Max. # pts. Possible	Pts Received
40	17

Major Concerns; Explanation of Points Provided

Lacked details to approach and methods of execution; No demonstrated innovation; Schedule lacked specificity.

Offeror: RAMA

Proposed Subcontractors: Margaret Hiermer, Jamillah Green-Davis, Matilda Allen, Nancy Henson, Susan Aldrich, Andre Ward, Robert Bedford

Max. # pts. Possible	Pts Received
40	30

Major Concerns; Explanation of Points Provided

Contained relevant details regarding approach and execution; Innovation with software platform for mentor/mentee matching; Train the Trainer approach (PUMP Leaders program) and Diwill build capacity within the DPU organization.

Criterion (from public notice): Experience of Team

Offeror: Clinton

Proposed Subcontractors: _____

Max. # pts. Possible	Pts Received
20	15

Major Concerns; Explanation of Points Provided

Team member has experience designing mentor program for large organizations but difficult to determine size of program. Team members do have some experience with program design for public sector organization and unionized environments, though it's difficult to discern if this experience includes implementation.

Offeror: RAMA

Proposed Subcontractors: _____

Max. # pts. Possible	Pts Received
20	18

Major Concerns; Explanation of Points Provided

Several team members have experience with large organizations, including Fortune 500 corporations; Brings combined experience of certified trainers and coaches to the project as well as extensive experience implementing focus groups and diversity/inclusion initiatives in public sector organizations;

**Evaluation of Technical Proposal by Evaluation Committee
for
Employee Mentoring Program Design and Services**

Criterion (from public notice): Past Performance

Offeror: Clinton

Proposed Subcontractors: _____

Max. # pts. Possible	Pts Received
20	10

Major Concerns; Explanation of Points Provided

Documented performance through bios and reference letters that indicated successful implementation of limited similar tasks and projects.

Offeror: RAMA

Proposed Subcontractors: _____

Max. # pts. Possible	Pts Received
20	15

Major Concerns; Explanation of Points Provided

Documented performance through bios and reference letters that indicate successful implementation of multiple similar tasks and projects.

**Evaluation of Technical Proposal by Evaluation Committee
for
Employee Mentoring Program Design and Services**

Criterion (from public notice): Local Workforce

Offeror: Clinton

Proposed Subcontractors: _____

Max. # pts. Possible	Pts Received
20	15

Major Concerns; Explanation of Points Provided

At least 75% of the Team's project labor costs are assignable to employees paying City of Columbus income tax on the date the proposal is submitted (10)

Offeror: RAMA

Proposed Subcontractors: _____

Max. # pts. Possible	Pts Received
20	15

Major Concerns; Explanation of Points Provided

At least 75% of the Team's project labor costs are assignable to employees paying City of Columbus income tax on the date the proposal is submitted (10)