



Public Notice of Intent to Award

May 25, 2023

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| Procurement Type and Number | Invitation for Bid # 3160005724 |
| Procurement Title | Temporary Staffing - Clerical Office |
| Opening Date and Time | May 22, 2023 at 2:00 p.m. |

The Department of Revenue (referred to as “DOR” or “Department”) solicited bids to establish a contract with a qualified temporary staffing agency located in Hinds, Madison or Rankin County for our Clinton Office located at 500 Clinton Center Drive, Clinton, Mississippi and for the Alcoholic Beverage Control Distribution Center located at 1286 Gluckstadt Road, Madison, Mississippi.

DOR will contract for these services with two (2) vendors for a contract period beginning August 1, 2023 and ending July 31, 2024. At the discretion of the Department of Revenue, the duration may be extended for a period of three (3) successive one-year periods under the same price, terms and conditions as the original contract. The total number of renewals shall not exceed three (3).

DOR released the Temporary Staffing Invitation for Bid (IFB) # 3160005724 on April 20, 2023. In response to the IFB, DOR received seven (7) sealed bids.

The following vendors submitted a response to the above solicitation and are listed in the order of ranking from lowest to highest mark-up percentage:

| <u>Vendor</u> | <u>Mark-up Percentage</u> |
|--|---------------------------|
| • Tempstaff, Jackson, MS | 18% |
| • Professional Staffing Group, Flowood, MS | 20% |
| • Staffers, Jackson, MS | 21.85% |
| • 22 nd Century Technologies, Ridgeland, MS | 23% |
| • Info Way Solutions LLC, Fremont, CA | 28% |
| • Diskriter, Inc, Pittsburg, PA | 35% |
| • E-Logic, Inc, Washington, D.C. | 52.38% |

The following bids were evaluated and deemed non-responsive:

- 22nd Century Technologies, Ridgeland, MS
- Info Way Solutions LLC, Fremont, CA
- E-Logic, Inc, Washington, D.C.

The following bids were evaluated and deemed responsive and responsible according to the criteria stated in the solicitation:

- Tempstaff, Jackson, MS
- Professional Staffing Group, Flowood, MS
- Staffers, Jackson, MS

We announce our recommendation to award a contract to the following vendors subject to approval by the Public Procurement Review Board. This recommendation is based upon the vendors submitting the lowest mark-up percentage:

- Tempstaff, Jackson, MS
- Professional Staffing Group, Flowood, MS

We would like to thank each vendor for your time and efforts in preparing a response to this solicitation.

We invite you to contact **Nyla Kendrick, Procurement Officer** if you would like to request a post-award vendor debriefing under Rule 7-113 of the PPRB OPSCR Rules and Regulations. This debriefing is a meeting and not a hearing; therefore, legal representation is not required. However, if you prefer to have legal representation present, you must provide notification prior to the scheduled meeting so that we can also have legal representation present. Your request for debriefing must be received within three (3) business days after the issuance of this notice or no later than **May 31, 2023**. MDOR reserves the right to conduct any such debriefing via a teleconference.

Vendors are reminded that any protests of this decision must be submitted to **Nyla Kendrick, Procurement Officer** within seven (7) calendar days after the issuance of this notice or no later than **June 2, 2023**. The protest must be in writing, identify the name and address of the protestor, provide appropriate identification of the procurement and resulting contract number (if known), and detail the nature of the protest, including available supporting exhibits, evidence, or documents to substantiate any claims.

The successful vendor is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project or services until execution of the contract.

We appreciate your interest in doing business with the State of Mississippi.

Sincerely,



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