

Event Number	FY22-065 - Temporary Staffing Agency Serv	Organization	City of Laredo Purchasing
Event Title	Human Resources Department	Workgroup	City of Laredo Purchasing
Event Description	The City of Laredo has established a local ve	Event Owner	Francisco Miranda
Event Type	RFP	Email	fmiranda@ci.laredo.tx.us
Issue Date	6/12/2022 08:00:02 AM (CT)	Phone	
Close Date	7/5/2022 05:00:00 PM (CT)	Fax	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Elite Employment Services, LLC.	Laredo	TX	7/1/2022 03:14:13 PM (CT)	3	\$0.00
Lancesoft Inc.	Herndon	VA	7/5/2022 04:31:20 PM (CT)	3	\$0.00
RMP Temps, Inc.	Laredo	TX	6/30/2022 02:10:55 PM (CT)	3	\$0.00

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.

1	TEMPORARY STAFFING AGENCY SERVICES FOR THE CITY OF LAREDO
2	Scope of Work and Services
3	Purpose and History
4	Responsibility:
5	Compliance:
6	Requirements Prior to Placement:
7	Uniforms:
8	Trainings and Personal Protective Equipment (PPE):
9	The City of Laredo will not agree to the following charges/conditions:
10	Client Conversion:
11	Insurance Requirements:
12	Term of Contract:
13	Qualified Temporarily Assigned Personnel
14	Categories of Temporary Staffing Agency Personnel:
15	Award of Contract
16	The City of Laredo reserves the right to purchase more or less than the quantities indicated on the bid schedule.

17	The following factors shall be considered in evaluating the bid/proposals(Criteria):
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18	Bid pricing shall be a cost plus format.
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19	1. Manual Trade Staff - Contractor percentage mark-up.								
	Supplier	QTY	UOM	Estimated	Percent Mark-Up	Extended	Supplier Notes	Manufacturer	Manufacturer #
	RMP Temps, Inc.				1.35%				
	Elite Employment Services, LLC.				32.0%				
	Lancesoft Inc.				35.0%				

20	2. Clerical Staff - Contractor percentage mark-up.								
	Supplier	QTY	UOM	Estimated	Percent Mark-Up	Extended	Supplier Notes	Manufacturer	Manufacturer #
	RMP Temps, Inc.				1.3%				
	Elite Employment Services, LLC.				30.0%				
	Lancesoft Inc.				35.0%				

21	3. Administrative Staff - Contractor percentage mark-up.								
	Supplier	QTY	UOM	Estimated	Percent Mark-Up	Extended	Supplier Notes	Manufacturer	Manufacturer #
	RMP Temps, Inc.				1.35%				
	Elite Employment Services, LLC.				30.0%				
	Lancesoft Inc.				35.0%				

22	Indemnification: It is understood that any resulting contract executed will contain the following language:
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Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	1	Terms and Conditions Request for Proposals	<p>TERMS AND CONDITIONS OF INVITATIONS FOR PROPOSALS These Terms and Conditions are considered standard language for all City of Laredo solicitation documents. If any specific proposal requirements differ from the general terms listed here, the specific proposal requirements shall prevail.</p> <p>GENERAL CONDITIONS Vendors are required to submit Proposals upon the following expressed conditions: (a)Vendors shall thoroughly examine the specifications, schedule instructions and other contract documents. Once the award has been made, failure to read all specifications, instructions, and the contract documents, of the City shall not be cause to alter the original contract or for a vendor to request additional compensation. (b)Vendors shall make all investigations necessary to thoroughly inform themselves regarding facilities and locations for delivery of materials and equipment as required by the Proposal conditions. No pleas of ignorance by the vendor of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the vendor to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor. (c)Vendors are advised that City contracts are subject to all legal requirements provided for in the City Charter and/or applicable City Ordinances, State and Federal Statutes.</p> <p>1. 0 PREPARATION OF PROPOSALS Proposals will be prepared in accordance with the following:</p> <p>(a)All information required by the proposal form shall be furnished. For hand delivered submittals only, the vendor shall print or type the</p>	I Agree to the Terms and Conditions	I Agree to the Terms and Conditions	I Agree to the Terms and Conditions

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Header	2	Insurance Terms and Conditions	<p>INSURANCE REQUIREMENTS If and when applicable or required by the contract, the successful bidder(s) shall furnish the City with original copies of valid insurance policies herein required upon execution of the contract and shall maintain said policies in full force and effect at all times throughout the term of this contract.</p> <p>(a)Commercial General Liability insurance at minimum combined single limits of \$1,000,000 per-occurrence and \$2,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations (\$1,000,000 products/completed operations aggregate) and XCU (Explosion, Collapse, Underground) hazards. Coverage must be written on an occurrence form. Contractual Liability must be maintained covering the Contractors obligations contained in the contract. The general aggregate limit must be at least two (2) times the each occurrence limit.</p> <p>(b)Workers Compensation insurance at statutory limits, including Employers Liability coverage a minimum limits of \$1,000,000 each-occurrence each accident/\$1,000,000 by disease each-occurrence/\$1,000,000 by disease aggregate.</p> <p>(c)Commercial Automobile Liability insurance at minimum combined single limits of \$1,000,000 per-occurrence for bodily injury and property damage, including owned, non-owned, and hired car coverage.</p> <p>(d) Professional Liability insurance with minimum limits of \$1,000,000 per claim and \$2,000,000 annual aggregate. This coverage must be maintained for at least two (2) years after the project is completed. If coverage is written on a claims-made basis, a policy retroactive date</p>	I agree my insurance meets minumum requirements	I agree my insurance meets minumum requirements	I agree my insurance meets minumum requirements

Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	3	Disqualification & Debarment Certification	<p>DISQUALIFICATION DEBARMENT CERTIFICATION By submitting this request for bids, proposal or statement of qualifications, the firm certifies that it is not currently debarred or eligible for debarment from the City of Laredo pursuant to Ordinance No. 2017-O-098, and that it is not an agent of a person or entity that is currently debarred from receiving contracts from any political subdivision or agency of the State of Texas. The contract parties are further prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, Debarment and Suspension.</p> <p>By executing this agreement, the Engineer certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this contract to certify its eligibility to receive Federal funds and, when requested by the City, to furnish a copy of the certification. Additionally, in accordance with Chapter 2270, Texas Government Code, a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract.</p> <p>The signatory executing this contract on behalf of company verifies that the company does not boycott Israel and will not boycott Israel during the term of this contract. S.B. 252 (V. Taylor/S. Davis) is a bill relating to government contracts with terrorists. The bill provides that: (1) a governmental entity, including a city, may not enter into a governmental contract with a company that is identified on a list prepared and maintained by the comptroller and that does business with Iran, Sudan, or a foreign terrorist organization; and (2) a company that the United States government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, its federal sanctions regime relating to Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition under the bill.</p>	I certify to the terms and conditions	I certify to the terms and conditions	I certify to the terms and conditions

Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	4	Contract Requirements	<p>1.CODE OF ETHICS ORDINANCE Vendors doing business with the City of Laredo shall comply with all provisions of the City of Laredo's Code of Ethics (Ordinance, as amended). Vendors may be required to participate in Code of Ethics trainings.</p> <p>1.2PROHIBITED CONTACTS DURING CONTRACT SOLICITATION PERIOD A person or entity who seeks or applies for a city contract or any other person acting on behalf of such person or entity, is prohibited from contacting city officials and employees regarding such a contract after a Formal Bid, Request for Proposal (RFP), Request for Qualification (RFQ) or other solicitation has been released. This no-contact provision shall conclude when the contract is awarded. The City of Laredo reserves the right to contact respondents and may require such contact as part of the evaluation process (for presentation, clarification) of bids and/or negotiation of RFP submittal(s) prior to the award of contract. If contact is required, such contact will be done in accordance with provisions of Chapter 252 and 271 of the Texas Local Government Code and procedures incorporated into the solicitation document. Violation of this provision by respondents or their agents may lead to disqualification of their offer from consideration.</p> <p>1.3NON-COLLUSIVE AFFIDAVIT (Form can be downloaded and submitted through Cit-E-Bid system) The City may require that vendors submit a Non-Collusive Affidavit. The vendor will be required to state that the party submitting a proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any Bidder or Person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement</p>	I have read and understand this section	I have read and understand this section	I have read and understand this section
Header	5	Questionnaire Description	<p>"The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this request. By submitting this bid the vendor agrees to the City of Laredo specifications and all terms and conditions stipulated in the proposed document. That I, individually and on behalf of the business named in this Business Questionnaire, do by my signature below, certify that the information provided in the questionnaire is true and correct ".</p>			

Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	6	Name of Offeror (Business) and Name & Phone Number of Authorized Person to sign bid		Elite Employment Services, LLC - Luis E. Valdez - 956-568-5762	Name of offeror: LanceSoft, Inc. Name of Contact Person: Prashant Arni Contact number: 703-674-4500	RMP Temps, Inc., Lisa Morales-Hinojosa, (956) 727-9898
Header	7	State how long under has the business been in its present business name		9 years and 4 months	LanceSoft has over 22+ years of experience in providing Temporary Staffing services across different domains and geographies	32 Years (1990)
Header	8	If applicable, list all other names under which the Business identified above operated in the last five years		N/A	Not applicable	N/A
Header	9	State if the Company is a certified minority business enterprise	The below information is requested for statistical and tracking purposes only and will not influence the amount of expenditure the City will make with any given company.			
Header	10	Questions Part 1	1) Is any litigation pending against the Business? 2) Has the Business ever been declared "not responsive" for the purpose of any governmental agency contract award? 3) Has the Business been debarred, suspended, proposed for debarment, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or other wise disqualified from bidding, proposing or contracting? 4) Are there any proceedings, pending relating to the Business responsibility, debarment, suspension, voluntary exclusion, or qualification to receive a public contract? 5) Has the government or other public entity requested or required enforcement of any of its rights under a surety agreement on the basis of default or in lieu of declaring the Business at default?	NO	Not Applicable	No
Header	11	Questions Part 2	1) Is the Business in arrears in any contract or debt? 2) Has the Business been a defaulter, as a principal, surety, or otherwise? 3) Have liquidated damages or penalty provisions been assessed against the Business for failure to complete work on time or any other reason?	NO	Not Applicable	No

Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	12	State if the Company is a certified minority business enterprise		Historically Underutilized Business (HUB)	Other	Historically Underutilized Business (HUB)
Header	13	Conflict of Interest Disclosure	<p>A form disclosing potential conflicts of interest involving counties, cities, and other local government entities may be required to be filed after January 1, 2006, by vendors or potential vendors to local government entities. The new requirements are set forth in Chapter 176 of the Texas Local Government Code added by H.B. No. 914 of the last Texas Legislature. Companies and individuals who contract, or seek to contract, with the City of Laredo and its agents may be required to file with the City Secretary's Office, 1110 Houston Street, Laredo, Texas 78040, a Conflict of Interest Questionnaire that describes affiliations or business relationships with the City of Laredo officers, or certain family members or business relationships of the City of Laredo officer, with which such persons do business, or any gifts in an amount of \$250.00 or more to the listed City of Laredo officer (s) or certain family members. The new requirements are in addition to any other disclosures required by law. The dates for filing disclosure statements begin on January 1, 2006. A violation of the filing requirements is a Class C misdemeanor. The Conflict of Interest Questionnaire (Form CIQ) may be downloaded from http://www.ethics.state.tx.us/whatsnew/conflict forms.htm. The City of Laredo officials who come within Chapter 176 of the Local Government Code relating to filing of Conflicts of Interest Questionnaire (Form CIQ) include: 1.Mayor 2.Council Members 3.City Manager 4.Members of the Fire Fighters and Police Officers Civil Service Commission. 5.Members of the Planning and Zoning Commission. 6.Members of the Board of</p> <p>Adjustments 7.Members of the Building Standards Board 8.Parks & Leisure Advisory Committee Member, 9.Historic District Land Board Member, 10.Ethics Commission Board Member, 11.The Board of Commissioners of the Laredo Housing Authority 12.The Executive Director of the Laredo Housing Authority 13.Any other City of Laredo decision making board member If additional information is needed please contact Miguel A. Pescador, Purchasing Agent at 956-794-1731.</p>			

Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	14	Conflict of Interest Questionnaire Form CIQ	For vendor or other person doing business with local governmental entity. This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.			
Header	15	Conflict of Interest Questionnaire	If vendor acknowledges there is no conflict of interest, there are no further actions for the vendor to take. If vendor acknowledges a possible conflict of interest, vendor must download and fill out CIQ Form and submit it as part of their bid.	I attest there is no conflict of interest	I attest there is no conflict of interest	I attest there is no conflict of interest
Header	16	Disclosure Form	For details on use of this form, see Section 4.01 of the City's Ethics Code.			
Header	17	This is a		New Submission	New Submission	New Submission
Header	18	Question 1. Name of person submitting this disclosure form	Please include First Name, Middle Initial, Last Name and Suffix (if applicable)	Luis E. Valdez	Mr. Prashant Arni	Lisa Morales - Hinojosa
Header	19	Question 2. Contract Information	Please include the following: a)Contract or Project Name b)Originating Department	FY22-065 Temporary Staffing Agency Services	Project Name: Temporary Staffing Agency Services	(a) FY22-065 - Temporary Staffing Agency Services(b) Human Resources Department
Header	20	Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract)		Elite Employment Services, LLC	N/A	RMP Temps, Inc. Lisa Morales - Hinojosa

Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	21	Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3.		Not Applicable	Not Applicable	Not Applicable
Header	22	Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3	If you selected Not Applicable on Question 4, skip this section. If it applies to you, please list the name of partner, parent, or subsidiary business entity(ies) in this section.	N/A	N/A	
Header	23	Question 5. List any individuals or entities that will be subcontractors on this contract		Not Applicable	Not Applicable	Not Applicable
Header	24	Question 5. List any individuals or entities that will be subcontractors on this contract	If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section.	N/A	N/A	N/A
Header	25	Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract		Not Applicable	Not Applicable	Not Applicable
Header	26	Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract	If selected Not Applicable on question 6, please skip this section. If it applies to you, please list attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract.	N/A	N/A	N/A

Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	27	Question 7. Disclosure of political contributions	List any campaign or officeholder contributions made by the following individuals in the past 24 months totaling more than \$100 to any current member of City Council, former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections. a)Any individual seeking contract with the city (Question 3) b)Any owner of officer of entity seeking contract with the city (Question 3) c)Any individual or owner or officer of any entity listed above as partner, parent, or subsidiary business (Question 4) d)Any subcontractor or owner/office of subcontracting entity for the contract (Question 5) e)The spouse of any individual listed in response to (a) through (d) above f)Any attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6)	Not Applicable	Not Applicable	Not Applicable
Header	28	Question 7. Disclosure of political contributions	If you selected Not Applicable on question 7, please skip this section. If it applies to you, please list all contributors in this section.		N/A	N/A
Header	29	Updates on contributions required	Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes action on the contracts identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.			
Header	30	Question 8. Disclosure of Conflict of Interest	Are you aware of any fact(s) with regard to this contract that would raise a conflict of interest issue under Section 2.01 of the Ethics Code for any City Council member or board/commission member that has not or will not be raised by these city officials?	I am not aware of any conflict of interest	I am not aware of any conflict of interest	I am not aware of any conflict of interest
Header	31	8. Disclosure of Conflict of Interest	If you selected I am aware of conflict of interest is question 8, please list them in this section.		N/A	N/A
Header	32	Question 9. Updates Required	I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council, and no later than five (5) business days after any changes has occurred, whichever comes first. This include information about political contributions made after the initial submission and up until thirty (30) calendar days after the contract has been awarded.	I have read and understand this section	I have read and understand this section	I have read and understand this section

Line #	Att #	Attribute Name	Attribute Note	Elite Employment Services, LLC.	Lancesoft Inc.	RMP Temps, Inc.
Header	33	Question 10. No Contract with City Officials or Staff during Contract Evaluation	I understand that a person or entity who seeks or applies for city contract or any other person acting on behalf of that person or entity is prohibited from contacting city officials and employees regarding the contract after a Request for Proposal (RFP), Request for Qualifications (RFQ), or other solicitation has been released. This no-contact provision shall conclude when the contract is posted as a City of Laredo Council agenda item. If contact is required with city officials or employees, the contact shall take place in accordance with procedures incorporated into the solicitation documents. Violation of this prohibited contacts provision set out in Section 2.09 of the Ethics Code by respondents or their agents may lead to disqualification of their offer from consideration.	I have read and understand this section	I have read and understand this section	I have read and understand this section
Header	34	Question 11. Conflict of Interest Questionnaire (CIQ)	Chapter 176 of the Local Government Code requires contractor and vendors to submit a Conflict of Interest Form (CIQ) to the Office the of City Secretary.	I have acknowledge that I have been advised	I have acknowledge that I have been advised	I have acknowledge that I have been advised
Header	35	Question 11. Oath	Please complete in this section the required information for your company: 1) Name 2) Title 3) Company or DBA 4) Date	Luis E. Valdez - President- Elite Employment Services, LLC. - 7/1/2022	Name: Prashant Arni. Title: Sr. VP- Delivery and Operations Company: LanceSoft, Inc. Date: 07-01-2022	Lisa Morales - HinojosaBranch ManagerRMP Temps, Inc.06/26/2022
Header	36	Question 12. Oath	I swear or affirm that the statements contained in this Discretionary Contracts Disclosure Form, including any attachments, to the best of my knowledge and belief are true, correct, and complete.	I swear or affirm information is correct	I swear or affirm information is correct	I swear or affirm information is correct

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Header	37	CITY CONTACT DURING CONTRACT SOLICITATION PERIOD	<p>PROHIBITED CONTACTS DURING CONTRACT SOLICITATION PERIOD: A person or entity who seeks or applies for a city contract or any other person acting on behalf of such person or entity, is prohibited from contacting city officials and employees regarding such a contract after a Formal Bid, Request for Proposal (RFP), Request for Qualification (RFQ) or other solicitation has been released. This no-contact provision shall conclude when the contract is awarded.</p> <p>The City of Laredo reserves the right to contact respondents and may require such contact as part of the evaluation process (for presentation, clarification) and/or for negotiation of RFP submittal(s) prior to the award of contract.</p> <p>If contact is required, such contact will be done in accordance with provisions of Chapter 252 and 271 of the Texas Local Government Code and procedures incorporated into the solicitation document. Violation of this provision by respondents or their agents may lead to disqualification of their offer from consideration.</p>	Agree	<p>LanceSoft agrees to the terms and conditions of City of Laredo.</p> <p>LanceSoft assigns a single point of Contact for each contract.</p> <p>LanceSoft proposes Prashant Arni as the Key Account Manager, who will be dedicated to overseeing the entire engagement of City of Laredo. Prashant Arni has over 22 years of demonstrated experience in the Contingent Staffing and Enterprise Service Solutions industry. Prashant brings extensive experience that encompasses Account Management and Client Relationships for staffing program executions. He has</p>	I agree
Header	38	Addendum No. 1 - Requires Acknowledgment	<p>Addendum No. 1: *Requires Acknowledgment*</p> <p>Addendum no. 1 is only for the addition of Attachment A - Wage Schedule Chart.</p> <p>This Attachment A - Wage Schedule Chart was asked/requested during our RFP Pre-proposal meeting.</p> <p>There are no other changes to this RFP; deadline for RFP submittals is: July 8th, 2019 at 5 p.m. (central time).</p>	<p>I have read/understood Addendum - Attachment A.</p>	<p>I have read/understood Addendum - Attachment A.</p>	<p>I have read/understood Addendum - Attachment A.</p>

Responding Supplier	Signature Full Name	Signature Email	Supplier Notes
Elite Employment Services, LLC.	Luis E. Valdez	lvaldez@eliteemployment.net	
Lancesoft Inc.	Prashant Arni	marketing@lancesoft.com	Established in 2000, LanceSoft is a privately-owned S corporation, headquartered at 2121 Cooperative Way, Suite 130, Herndon, VA and the federal tax identification number is 54- 1974095. LanceSoft has over 22 years of experience in providing non-IT recruitment Solutions & Services to a diverse base of clients across various domains and geographies.
RMP Temps, Inc.	Lisa Morales - Hinojos	lisam@rmpersonnel.com	