



# ALACHUA COUNTY Budget and Fiscal Services Procurement

Theodore "TJ" White, Jr. CPPB  
Procurement Manager

Thomas J. Rouse  
Contracts Supervisor

Darryl R. Kight, CPPB  
Procurement Supervisor

November 14, 2023

## MEMORANDUM

**To:** Theodore "TJ" White, Jr. CPPB, Procurement Manager

**From:** Darryl R. Kight, CPPB, Procurement Supervisor   
Darryl Kight (Nov 14, 2023 13:58 EST)

**Via:** Leira Cruz Cáliz, NIGP-CPP, CPPB, Procurement Agent III 

**SUBJECT: INTENT TO AWARD  
RFP 24-420-LC Learning Management System for Alachua County Human  
Resources**

Solicitation Opening Date: 2:00 PM, Wednesday, August 23, 2023  
Solicitation Notifications View Count: 734 Vendors  
Solicitations Downloaded by: 27 Vendors  
Solicitations Submissions: 7 Vendors

| <b><u>Firms:</u></b>   |   |
|--|---|
| Absorb Software North America, LLC<br>Calgary, Alberta T2G 1S5<br>Canada | Cornerstone Ondemand Inc.<br>Santa Monica, CA 90404         |
| *Docebo NA, Inc.<br>Athens, GA 30601                                     | Governmentjobs.com Inc., dba NEOGOV<br>El Segundo, CA 90245 |
| Learnsoft Technology Group, LLC<br>Austin, TX 78704                      | MaxIT Corporation<br>Ponte Vedra Beach, FL 32004-2048       |
| Meridian Knowledge Solutions, LLC<br>Arlington, VA 22201                 |   |

\*Withdrawn from the evaluation process

**RECOMMENDATION:**

The board approve the Evaluation Committee’s ranking below for RFP24-420-LC Learning Management System for Alachua County Human Resources.

1. Cornerstone Ondemand Inc.
2. Governmentjobs.com Inc., dba NEOGOV
3. Absorb Software North America, LLC
4. Meridian Knowledge Solutions, LLC
5. Learnsoft Technology Group, LLC
6. MaxIT Corporation

Approve the above ranking and authorize staff to negotiate an agreement with the top ranked firm. Should the staff be unable to negotiate a satisfactory agreement with the top-ranked firm, negotiations with the unsuccessful firm will be terminated. Negotiations may be undertaken in the same manner in order of ranking until an agreement is reached, and so forth.

The actual RFP award is subject to the appropriate signature authority identified in the Procurement Code.

*flib*

Nov 15, 2023

\_\_\_\_\_  
Approved  
Theodore “TJ” White, Jr., CPPB  
Procurement Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Disapproved  
Theodore “TJ” White, Jr., CPPB  
Procurement Manager

TW/dk/lc/mm

**Vendor Complaints or Grievances; Right to Protest**

Unless otherwise governed by state or Federal law, this part shall govern the protest and appeal of Procurement decisions by the County. As used in Part A of Article 9 of the Procurement Code, the term “Bidder” includes anyone that submits a response to an invitation to bid or one who makes an offer in response to a solicitation (e.g., ITB, RFP, ITN), and is not limited solely to one that submits a bid in response to an Invitation to Bid (ITB).

- (1) *Notice of Solicitations and Awards.* The County shall provide notice of all solicitations and awards by electronic posting in accordance with the procedures and Florida law.
- (2) *Solicitation Protest.* Any prospective Bidder may file a solicitation protest concerning a solicitation.
  - (a) *Basis of the Solicitation Protest:* The alleged basis for a solicitation protest shall be limited to the following:
    - i. The terms, conditions or specifications of the solicitation are in violation of, or are inconsistent with this Code, Florida Statutes, County procedures and policies, or the terms of the solicitation at issue, including but not limited to the method of evaluating, ranking or awarding of the solicitation, reserving rights of further negotiations, or modifying or amending any resulting contract; or
    - ii. The solicitation instructions are unclear or contradictory.
  - (b) *Timing and Content of the Solicitation Protest:* The solicitation protest must be in writing and must be received by the Procurement Manager, [twhite@alachuacounty.us](mailto:twhite@alachuacounty.us) by no later than the solicitation’s question submission deadline. Failure to timely file a solicitation protest shall constitute a total and complete waiver of the Bidder’s right to protest or appeal any solicitation defects, and shall bar the Bidder from subsequently raising such solicitation defects in any subsequent Award Protest, if any, or any other administrative or legal proceeding. In the event a solicitation protest is timely filed, the protesting party shall be deemed to have waived any and all solicitation defects that were not timely alleged in the protesting party’s solicitation protest, and the protesting party shall be forever barred from subsequently raising or appealing said solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. The solicitation protest must include, at a minimum, the following information:
    - i. The name, address, e-mail and telephone number of the protesting party;
    - ii. The solicitation number and title;
    - iii. Information sufficient to establish that the protesting party has legal standing to file the solicitation Protest because:
      1. It has a substantial interest in and is aggrieved in connection with the solicitation; and
      2. That the protesting party is responsive, in accordance with the criteria set forth in the solicitation, unless the basis for the Solicitation Protest alleges that the criteria set forth in the solicitation is defective, in which case the protesting party must demonstrate that it is responsive in accordance with the criteria that the protesting party alleges should be used;
    - iv. A detailed statement of the basis for the protest;
    - v. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;
    - vi. All supporting evidence or documents that substantiate the protesting party’s alleged basis for the protest; and
    - vii. The form of the relief requested.
  - (c) *Review and Determination of Protest:* If the Solicitation Protest is not timely, the Procurement Manager shall notify the protesting party that the Solicitation Protest is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Solicitation Protests and may conduct any inquiry that the Procurement Manager deems necessary to make a determination regarding a protest. The Procurement Manager shall issue a written determination granting or denying the protest. The written determination shall contain a concise statement of the basis for the determination.

(d) *Appeal:* If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based, including all supporting documentation. The scope of the appeal shall be limited to the basis alleged in the Solicitation Protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was sent to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said Solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. After considering the appeal, the County Manager must determine whether the solicitation should stand, be revised, or be cancelled, and issue a written determination and provide copies of the determination to the protesting party. The determination of the County Manager shall be final and not subject to further appeal under this code.

(3) *Award Protest.* Any Bidder who is not the intended awardee and who claims to be the rightful awardee may file an award protest. However, an award protest is not valid and shall be rejected for lack of standing if it does not demonstrate that the protesting party would be awarded the Solicitation if its protest is upheld.

(a) *Basis of the Award Protest:* The alleged basis for an Award Protest shall be limited to the following:

- i. The protesting party was incorrectly deemed non-responsive due to an incorrect assessment of fact or law;
- ii. The County failed to substantively follow the procedures or requirements specified in the solicitation documents, except for minor irregularities that were waived by the County in accordance with this Code, which resulted in a competitive disadvantage to the protesting party; and
- iii. The County made a mathematical error in evaluating the responses to the solicitation, resulting in an incorrect score and not *protesting party not being selected for award.*

(b) *Timing and Content of the Award Protest:* The Award Protest must be in writing and must be received by the Procurement Manager, [twhite@alachuacounty.us](mailto:twhite@alachuacounty.us) by no later than 3:00 PM on the third business day after the County's proposed Award decision was posted by the County. Failure to timely file an Award Protest shall constitute a total and complete waiver of the Bidder's right to protest or appeal the County's proposed Award decision in any administrative or legal proceeding. In the event an Award Protest is timely filed, the protesting party shall be deemed to have waived any and all proposed Award defects that were not timely alleged in the protesting party's Award Protest, and the protesting party shall be forever barred from subsequently raising or appealing said Award defects in any administrative or legal proceeding. The Award Protest must include, at a minimum, the following information:

- i. The name, address, e-mail and telephone number of the protesting party;
- ii. The Solicitation number and title;
- iii. Information sufficient to establish that the protesting party's response was responsive to the Solicitation;
- iv. Information sufficient to establish that the protesting party has legal standing to file the Solicitation Protest because:
  1. The protesting party submitted a response to the Solicitation or other basis for establishing legal standing;
  2. The protesting party has a substantial interest in and is aggrieved in connection with the proposed Award decision; and
  3. The protesting party, and not any other bidder, should be awarded the Solicitation if the protesting party's Award Protest is upheld.
- v. A detailed statement of the basis for the protest;
- vi. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;

- vii. All supporting evidence or documents that substantiate the protesting party's alleged basis for the protest; and
  - viii. The form of the relief requested.
- (c) *Review and Determination of Protest:* If the Award Protest is not timely, the Procurement Manager shall notify the protesting party that the Award Protests is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Award Protests and may conduct any inquiry that the county Procurement Manager deems necessary to resolve the protest by mutual agreement or to make a determination regarding the protests. The Procurement Manager shall issue a written determination granting or denying each protest. The written determination shall contain a concise statement of the basis for the determination.
- (d) Appeal:
- i. If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based. The scope of the appeal shall be limited to the basis alleged in the award protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was mailed to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said award defects in any administrative or legal proceeding.
  - ii. After reviewing the appeal, the County Manager will issue a written final determination and provide copies of the determination to the protesting party. Prior to issuing a final determination, the County Manager, in his or her discretion, may direct a hearing officer, or magistrate, to conduct an administrative hearing in connection with the protest and issue findings and recommendations to the County Manager. Prior to a hearing, if held, the Procurement Manager must file with the hearing officer the protest, any background information, and his or her written determination. The protesting party and the County shall equally share the cost of conducting any hearing, including the services of the hearing officer. If applicable, the County Manager may wait to issue a written final determination until after receipt of the findings and recommendations of the hearing officer. The determination of the County Manager shall be final and not subject to further appeal under this code.
- (4) *Burden of Proof:* Unless otherwise provide by Florida law, the burden of proof shall rest with the protesting party.
- (5) *Stay of Procurements during Protests.* In the event of a timely protest, the County shall not proceed further with the solicitation or with the award of the contract until the Procurement Manager, after consultation with the head of the using department, makes a written determination that the award of the solicitation without delay is:
- (a) Necessary to avoid an immediate and serious danger to the public health, safety, or welfare;
  - (b) Necessary to avoid or substantial reduce significant damage to County property;
  - (c) Necessary to *avoid or substantially reduce interruption of essential County Services; or;*
  - (d) Otherwise in the best interest of the public.

# Public Cure Meeting Minutes (Record)

## RFP 24-420-LC Learning Management System for Alachua County Human Resources

Date: November 13, 2023

Start Time: 2:30 pm

Location: Third Floor Conference Room  
12 SE 1<sup>st</sup> St  
Gainesville FL 32601

### 1. Call Meeting to Order

### 2. RFP Process Overview for Today's Meeting

- 2.1. Good morning, I am Leira Cruz Cáliz with Procurement, and I will be administrating this meeting as the Committee Chair (non-voting member), introduce committee, Elisha Cash (Leader), Ryan Evans, Dennis Garraty.
- 2.2. Thank you, committee, for taking the time out of your busy schedule to evaluate these proposals. Welcome to the citizens attending this Public Meeting; this meeting is open to the public, and you will have an announced time (3 minutes; no response required) for public comments. Please review the agenda that is on the screen.
- 2.3. The RFP team will be evaluating vendors' proposals, discussing their scores, and approving the Team's Ranking. This Team's final ranking will be submitted to the BoCC for their approval and authorization to negotiate a contract.

### 3. Recap Public Meeting Process

- 3.1. Introduction, Discussed VOW, validated and discussed scores and ranked proposals.
- 3.2. Oral Presentations were held with all vendors on October 9, 2023.
- 3.3. Oral Presentations were scored and ranked during a Public Meeting on October 13, 2023.
- 3.4. Correction: During the public meeting October 13, 2023, Phase 1 Evaluation Scores were unintentionally changed.

#### 3.5. Previous Scores:

| Vendor                               | Elisha Cash | Ryan Evans | dennis garraty | Lillie Perkins | Total Score (Max Score 400) |
|--------------------------------------|-------------|------------|----------------|----------------|-----------------------------|
| Cornerstone Ondemand                 | 384         | 367        | 383            | 168            | 325.5                       |
| Governmentjobs.com Inc., DBA NEOG... | 272         | 315        | 376            | 196            | 289.75                      |
| Absorb Software North America, LLC   | 273         | 344        | 372            | 164            | 288.25                      |
| Meridian Knowledge Solutions, LLC    | 304         | 296        | 361            | 152            | 278.25                      |
| Learnsoft                            | 319         | 313        | 353            | 126            | 277.75                      |
| MaxIT Corporation                    | 133         | 148        | 342            | 135            | 189.5                       |
| Docebo NA, Inc.                      | 187         | 110        | 180            | 77             | 138.5                       |
| Excluded                             |             |            |                |                |                             |

#### 3.6. Previous Motion:

Motion to Approve Ranking: **Elisha Cash** motion to recommend the final rankings be approved and sent to the BOCC for Approval. Then start contract negotiations with the top ranked firm **Cornerstone Ondemand** and with the second ranked firm **Neogov** if negotiations fail with the top ranked vendor. If negotiations fail with the second ranked vendor, start negotiations with the third ranked vendor **Absorb LMS**, seconded by **Ryan Evans**.

Vote 3 - 0 in favor.

| Vendor                               | Elisha Cash | Ryan Evans | dennis garraty | Lillie Perkins | Total Score<br>(Max Score 400) |
|--------------------------------------|-------------|------------|----------------|----------------|--------------------------------|
| Cornerstone Ondemand                 | 358         | 367        | 383            | 168            | 319                            |
| Governmentjobs.com Inc., DBA NEOG... | 287         | 315        | 376            | 196            | 293.5                          |
| Absorb Software North America, LLC   | 286         | 344        | 372            | 164            | 291.5                          |
| Meridian Knowledge Solutions, LLC    | 318         | 296        | 361            | 152            | 281.75                         |
| Learnsoft                            | 296         | 313        | 353            | 126            | 272                            |
| MaxIT Corporation                    | 195         | 148        | 342            | 135            | 205                            |

4. Corrected Motion:

Motion to Approve Ranking: Elisha Cash motion to approve the above final ranking and authorize staff to process an agreement with the top ranked firm, and with the second ranked firm, if an agreement with the top ranked vendor fails, seconded by, Ryan Evans.

Vote 3 - 0 in favor.

5. Public Comments (3 minutes):

6. Motion to Approve the Meeting Minutes: Elisha Cash moved to approve the Minutes; Ryan Evans seconded the motion.

Vote 3-0 in favor.

7. Meeting Adjourn at – 2:47 pm



Alachua County, Florida

# Procurement

Theodore "TJ" White, Jr. CPPB, Procurement Manager  
County Administration Building, Gainesville, FL 32601  
(352) 374-5202

## EXECUTIVE SUMMARY

### RFP No. RFP 24-420-LC

### RFP 24-420-LC Learning Management System for Alachua County Human Resources

RESPONSE DEADLINE: August 23, 2023 at 2:00 pm

Tuesday, November 14, 2023

## SOLICITATION OVERVIEW

|                            |  |
|----------------------------|--|
| <b>Project Title</b>       | RFP 24-420-LC Learning Management System for Alachua County Human Resources  |
| <b>Project ID</b>          | RFP 24-420-LC  |
| <b>Project Type</b>        | Request For Proposal   |
| <b>Release Date</b>        | July 26, 2023  |
| <b>Due Date</b>            | August 23, 2023  |
| <b>Procurement Agent</b>   | Leira Cruz Cáliz, CAPM, CPPB   |
| <b>Evaluators</b>          | Elisha Cash, Ryan Evans, Lillie Perkins, Joe Savastano, dennis garraty   |
| <b>Project Description</b> | <b>Purpose:</b> Human Resources of Alachua County is seeking proposals for a new, robust learning management system, with a focus on customer service to replace the current learning management system (LMS). |

## Introduction

### Summary

Alachua County Board of County Commissioners (hereinafter, the "County" or "Alachua County") is seeking proposals from qualified individuals or entities (hereinafter, referred to as "Consultant" or the "proposer") for the provision of RFP 24-420-LC RFP 24-420-LC Learning Management System for Alachua County Human Resources.

The following apply to this request for proposal: [Instruction to Proposers](#), [Terms and Conditions](#), [Insurance](#), [Scope of Work](#), [Proposal Requirements and Organization](#), [Request for Proposal Selection Procedures](#), [Evaluation Phases](#), [Attachments](#), [Submittals](#) and [Sample Agreement](#).



EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

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**Purpose:** Human Resources of Alachua County is seeking proposals for a new, robust learning management system, with a focus on customer service to replace the current learning management system (LMS).

Background

**Location:** Alachua County is located in North Central Florida. The County government seat is situated in Gainesville. Gainesville is located 70 miles southwest of Jacksonville, 129 miles southeast of Tallahassee, 140 miles northeast of Tampa - St. Petersburg and 109 miles northwest of Orlando. Alachua County has a population of over 250,000 and a regional airport. The County itself consists of a total area of 969 square miles.

**Form of Government:** Alachua County is governed by a Board of five (5) elected County Commissioners and operates under the established County Manager Charter form of government. In addition to the five County Commissioners, there are five elected Constitutional Officers: Supervisor of Elections, Sheriff, Clerk of the Court, Tax Collector, and the Property Appraiser. The Alachua County Attorney also reports to the Board.

Contact Information

**Leira Cruz Cáliz, CAPM, CPPB**

Procurement Agent II

Email: [lcruzcaliz@alachuacounty.us](mailto:lcruzcaliz@alachuacounty.us)

Phone: [\(352\) 337-6268](tel:(352)337-6268)

**Department:**

Human Resources

Timeline

|   |                          |
|---|--------------------------|
| <b>OpenGov Release Project Date</b>     | July 26, 2023            |
| <b>Question Submission Deadline</b>     | August 13, 2023, 12:00am |
| <b>Solicitation Submission Deadline</b> | August 23, 2023, 2:00pm  |

|  |  |
|--|--|
| <p><b>Solicitation Opening – Teams Meeting</b></p> | <p>August 23, 2023, 2:00pm<br/>The scheduled solicitation opening will occur via Teams Meeting; the information to join is provided below. Attendance (live viewing) of the proposals opening is not required.</p> <p>Join Microsoft Teams meeting<br/>Join on your computer, mobile app or room device<br/>Click here to join the meeting</p> <p><a href="https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTQyYzk5YzMtZDc4ZS00N2lxLTljMWUtMjAwNTQwN2NjNTNi%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22c82ab8e7-6ee1-4cd5-9191-4aa322a1828f%22%7d">https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTQyYzk5YzMtZDc4ZS00N2lxLTljMWUtMjAwNTQwN2NjNTNi%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22c82ab8e7-6ee1-4cd5-9191-4aa322a1828f%22%7d</a></p> <p>Meeting ID: 259 625 692 241<br/>Passcode: yX9G3Q<br/>Download Teams   Join on the web<br/>Or call in (audio only)<br/>+1 469-998-7938,,366862554# United States, Dallas<br/>Phone Conference ID: 366 862 554#</p> <p>If you have a disability and need an accommodation in order to participate, please contact the Alachua County ADA Coordinator at <a href="mailto:ADA@alachuacounty.us">ADA@alachuacounty.us</a> or Equal Opportunity Office at 352-374-5275 at least 7 business days prior to the event. If you are unable to notify the Office prior to the event, please inform an Alachua County employee that you need assistance. TDD/TTY users, please call 711 (Florida Relay Service).</p> |
|--|--|

**SOLICITATION STATUS HISTORY**

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

| Date                  | Changed To    | Changed By                             |
|-----------------------|---------------|--|
| Jun 7, 2023 8:50 AM   | Draft         | Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM |
| Jun 30, 2023 11:19 AM | Review        | Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM |
| Jun 30, 2023 11:19 AM | Draft         | Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM |
| Jun 30, 2023 11:22 AM | Review        | Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM |
| Jul 25, 2023 3:14 PM  | Final         | Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM |
| Jul 25, 2023 3:14 PM  | Post Pending  | Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM |
| Jul 26, 2023 8:30 AM  | Open          | OpenGov Bot                            |
| Aug 23, 2023 2:00 PM  | Pending       | OpenGov Bot                            |
| Aug 23, 2023 2:33 PM  | Evaluation    | Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM |
| Nov 14, 2023 6:44 AM  | Award Pending | Mandy Mullins                          |

### SELECTED VENDOR

VENDOR RECOMMENDED BY THE EVALUATION PROCESS

| Vendor               | Location         |
|----------------------|------------------|
| Cornerstone Ondemand | Santa Monica, CA |

### PROPOSALS RECEIVED

| Status    | Vendor                              | Contact Info   | Submission Date       |
|-----------|-------------------------------------|--|-----------------------|
| Submitted | Absorb Software North America, LLC  | Brandon Morrison<br>brandon.morrison@absorblms.com<br>(252) 242-8666 | Aug 22, 2023 4:25 PM  |
| Submitted | Cornerstone Ondemand                | JOIE DOUGLAS<br>jdouglas@csod.com<br>(703) 501-1111                  | Aug 23, 2023 12:26 PM |
| Submitted | Governmentjobs.com Inc., DBA NEOGOV | Joseph Hiraldo<br>bids@neogov.net                                    | Aug 22, 2023 12:46 PM |
| Submitted | Learnsoft                           | Brandon Carlton<br>bcarlton@learnsoft.com                            | Aug 22, 2023 2:32 PM  |
| Submitted | MaxIT Corporation                   | Philip Baruch<br>pbaruch@maxit.com                                   | Aug 23, 2023 1:25 PM  |

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

| Status    | Vendor                            | Contact Info  | Submission Date       |
|-----------|-----------------------------------|---|-----------------------|
| Submitted | Meridian Knowledge Solutions, LLC | Jake Martinez<br>jmartinez@meridianks.com<br>(703) 322-9565 | Aug 23, 2023 1:00 PM  |
| No Bid    | Network Craze                     | Michael Featherstone<br>mfeatherstone@networkcraze.com      | Jul 26, 2023 8:34 AM  |
| No Bid    | Rep Services, Inc.                | Nathan Almon<br>sales@repservices.com<br>(407) 831-9658     | Jul 26, 2023 9:19 AM  |
| Excluded  | Docebo NA, Inc.                   | Katie O'Briant<br>katie.obriant@docebo.com                  | Aug 23, 2023 11:02 AM |

### VENDOR QUESTIONNAIRE PASS/FAIL

| Question Title  | Absorb Software North America, LLC | Cornerstone Ondemand | Governmentjobs.com Inc., DBA NEOGOV | Learnsoft   |
|---|------------------------------------|----------------------|-------------------------------------|-------------|
| Corporate Resolution Granting Signature   | Pass                               | Pass                 | Pass                                | Pass        |
| State Compliance  | Pass                               | Pass                 | Pass                                | Pass        |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | Pass                               | Pass                 | Pass                                | Pass        |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | Pass                               | Pass                 | Pass                                | Pass        |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | No Response                        | No Response          | No Response                         | No Response |
| Drug Free Workplace   | Pass                               | Pass                 | Pass                                | Pass        |
| Vendor Eligibility  | Pass                               | Pass                 | Pass                                | Pass        |
| NON-SBE Subcontractors  | Pass                               | Pass                 | Pass                                | Pass        |
| Responsible Agent Designation   | Pass                               | Pass                 | Pass                                | Pass        |
| Conflict of Interest  | Pass                               | Pass                 | Pass                                | Pass        |

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

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| Question Title                               | Absorb Software North America, LLC | Cornerstone Ondemand | Governmentjobs.com Inc., DBA NEOGOV | Learnsoft |
|--|------------------------------------|----------------------|-------------------------------------|-----------|
| Request for Proposal Submittal Documentation | Pass                               | Pass                 | Pass                                | Pass      |
| Acknowledgement of Requirements              | Pass                               | Pass                 | Pass                                | Pass      |

| Question Title  | MaxIT Corporation | Meridian Knowledge Solutions, LLC | Network Craze | Rep Services, Inc. |
|---|-------------------|-----------------------------------|---------------|--------------------|
| Corporate Resolution Granting Signature   | Pass              | Pass                              | No Response   | No Response        |
| State Compliance  | Pass              |                                   | No Response   | No Response        |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | Pass              | Pass                              | No Response   | No Response        |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | Pass              | Pass                              | No Response   | No Response        |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | No Response       | Pass                              | No Response   | No Response        |
| Drug Free Workplace   | Pass              | Pass                              | No Response   | No Response        |
| Vendor Eligibility  | Pass              |                                   | No Response   | No Response        |
| NON-SBE Subcontractors  | Pass              | Pass                              | No Response   | No Response        |
| Responsible Agent Designation   | Pass              | Pass                              | No Response   | No Response        |
| Conflict of Interest  | Pass              | Pass                              | No Response   | No Response        |
| Request for Proposal Submittal Documentation  | Pass              | Pass                              | No Response   | No Response        |
| Acknowledgement of Requirements   | Pass              | Pass                              | No Response   | No Response        |

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

| Question Title  | Docebo NA, Inc.<br>(Excluded) |
|---|-------------------------------|
| Corporate Resolution Granting Signature   | Pass                          |
| State Compliance  | Fail                          |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | Pass                          |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | Pass                          |
| Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request | No Response                   |
| Drug Free Workplace   | Pass                          |
| Vendor Eligibility  | Pass                          |
| NON-SBE Subcontractors  | Pass                          |
| Responsible Agent Designation   | Pass                          |
| Conflict of Interest  | Pass                          |
| Request for Proposal Submittal Documentation  | Pass                          |
| Acknowledgement of Requirements   | Pass                          |

## PRICING RESPONSES

TABLE 1 (Table 1 of 3)

| Line Item | Description  | Quantity | Unit of Measure | Absorb Software North America, LLC |             | Cornerstone Ondemand |             | Docebo NA, Inc. |             |
|-----------|--|----------|-----------------|------------------------------------|-------------|----------------------|-------------|-----------------|-------------|
|           |  |          |                 | Unit Cost                          | Total       | Unit Cost            | Total       | Unit Cost       | Total       |
| 1         | Software Implementation, Training                    | 1        | Lump Sum        | \$13,175.00                        | \$13,175.00 | \$0.00               | \$0.00      | \$70,977.00     | \$70,977.00 |
| 2         | Initial Period License Fees, Support and Maintenance | 1        | Fiscal Year     | \$47,940.00                        | \$47,940.00 | \$69,796.00          | \$69,796.00 | \$50,243.00     | \$50,243.00 |
| 3         | Second Period License Fees, Support and Maintenance  | 1        | Fiscal Year     | \$51,295.80                        | \$51,295.80 | \$69,796.00          | \$69,796.00 | \$50,243.00     | \$50,243.00 |
| 4         | Third Period License Fees, Support and Maintenance   | 1        | Fiscal Year     | \$54,886.51                        | \$54,886.51 | \$69,796.00          | \$69,796.00 | \$50,243.00     | \$50,243.00 |

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

|           |   |          |                 | Absorb Software North America, LLC |              | Cornerstone Ondemand |              | Docebo NA, Inc. |              |
|-----------|---|----------|-----------------|------------------------------------|--------------|----------------------|--------------|-----------------|--------------|
| Line Item | Description   | Quantity | Unit of Measure | Unit Cost                          | Total        | Unit Cost            | Total        | Unit Cost       | Total        |
| 5         | Fourth Period License Fees, Support and Maintenance | 1        | Fiscal Year     | \$58,728.56                        | \$58,728.56  | \$69,796.00          | \$69,796.00  | \$50,243.00     | \$50,243.00  |
| 6         | Fifth Period License Fees, Support and Maintenance  | 1        | Fiscal Year     | \$62,839.56                        | \$62,839.56  | \$69,796.00          | \$69,796.00  | \$50,243.00     | \$50,243.00  |
| Total     |   |          |                 |                                    | \$288,865.43 |                      | \$348,980.00 |                 | \$322,192.00 |

TABLE 1 (Table 2 of 3)

|           |  |          |                 | Governmentjobs.com Inc., DBA NEOGOV |              | Learnsoft   |              | MaxIT Corporation |             |
|-----------|--|----------|-----------------|-------------------------------------|--------------|-------------|--------------|-------------------|-------------|
| Line Item | Description  | Quantity | Unit of Measure | Unit Cost                           | Total        | Unit Cost   | Total        | Unit Cost         | Total       |
| 1         | Software Implementation, Training                    | 1        | Lump Sum        | \$4,275.00                          | \$4,275.00   | \$10,080.00 | \$10,080.00  | \$0.00            | \$0.00      |
| 2         | Initial Period License Fees, Support and Maintenance | 1        | Fiscal Year     | \$25,350.00                         | \$25,350.00  | \$33,600.00 | \$33,600.00  | \$9,995.00        | \$9,995.00  |
| 3         | Second Period License Fees, Support and Maintenance  | 1        | Fiscal Year     | \$53,235.00                         | \$53,235.00  | \$33,600.00 | \$33,600.00  | \$9,995.00        | \$9,995.00  |
| 4         | Third Period License Fees, Support and Maintenance   | 1        | Fiscal Year     | \$55,896.75                         | \$55,896.75  | \$33,600.00 | \$33,600.00  | \$9,995.00        | \$9,995.00  |
| 5         | Fourth Period License Fees, Support and Maintenance  | 1        | Fiscal Year     | \$58,691.58                         | \$58,691.58  | \$33,600.00 | \$33,600.00  | \$9,995.00        | \$9,995.00  |
| 6         | Fifth Period License Fees, Support and Maintenance   | 1        | Fiscal Year     | \$61,626.16                         | \$61,626.16  | \$33,600.00 | \$33,600.00  | \$9,995.00        | \$9,995.00  |
| Total     |  |          |                 |                                     | \$259,074.49 |             | \$178,080.00 |                   | \$49,975.00 |

TABLE 1 (Table 3 of 3)

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

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|           |  |          |                 | Meridian Knowledge Solutions, LLC |              |
|-----------|--|----------|-----------------|-----------------------------------|--------------|
| Line Item | Description  | Quantity | Unit of Measure | Unit Cost                         | Total        |
| 1         | Software Implementation, Training                    | 1        | Lump Sum        | \$33,826.04                       | \$33,826.04  |
| 2         | Initial Period License Fees, Support and Maintenance | 1        | Fiscal Year     | \$25,372.00                       | \$25,372.00  |
| 3         | Second Period License Fees, Support and Maintenance  | 1        | Fiscal Year     | \$25,372.00                       | \$25,372.00  |
| 4         | Third Period License Fees, Support and Maintenance   | 1        | Fiscal Year     | \$25,372.00                       | \$25,372.00  |
| 5         | Fourth Period License Fees, Support and Maintenance  | 1        | Fiscal Year     | \$25,372.00                       | \$25,372.00  |
| 6         | Fifth Period License Fees, Support and Maintenance   | 1        | Fiscal Year     | \$25,372.00                       | \$25,372.00  |
| Total     |  |          |                 |                                   | \$160,686.04 |

## QUESTIONS AND ANSWERS

### Approved, Unanswered Questions

### Approved, Answers Provided

#### 1. SOS, Clarification

*Jul 27, 2023 10:54 AM*

**Question:** Good morning, Leira and the Alachua County Team! Prior to confirming our intent to participate in your RFP, we were hoping you could clarify the following item: Our team feels that we would be a great fit for your functional requirements! Will you be accepting redlines /are you open to negotiation to the terms listed throughout the RFP if we're unable to fully agree to them? For instance, the following termination for convenience clause: 3.13 - The County may terminate the contract without cause by first providing at least 72 hours written notice to the selected Consultant prior to the termination date.

*Jul 27, 2023 10:54 AM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms

*Aug 1, 2023 11:27 AM*



## 2. SOS, Clarification

*Jul 27, 2023 10:57 AM*

**Question:** "Consultant shall expressly require any subcontractors performing work or providing Services under the Agreement with the County to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the term." We use E-Verify, but is it mandatory that we must cover subcontractor's as well? Is this open for negotiation?

*Jul 27, 2023 10:57 AM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Yes it is mandatory, and it is not open for negotiation.

*Aug 1, 2023 11:27 AM*

## 3. Questions

*Jul 31, 2023 11:02 AM*

**Question:** Hi Alachua County Team! Thank you again for sending your RFP our way. Will you be answering questions on an ongoing basis or not until after the question deadline? We're hoping to have answers to our submitted questions from last week in hopes of determining if we're able to participate in your RFP and to get started working on our proposal for your team. Unfortunately, our team is unable to get started until we receive clarification from your team. Look forward to hearing back from you.

*Jul 31, 2023 11:02 AM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Alachua County will be responding to questions as soon as we can.

*Aug 1, 2023 11:27 AM*

## 4. User Counts

*Aug 4, 2023 5:16 PM*

**Question:** Can the County please provide employee counts? Full time, part time, seasonal, and temporary (if applicable). These numbers will help us provide the most accurate pricing.

*Aug 4, 2023 5:16 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Alachua County has approximately 1600 positions

*Aug 10, 2023 10:31 AM*

## 5. Contract and Forms Requirements

*Aug 7, 2023 2:03 PM*

**Question:** Good Afternoon Team, 1. Would Alachua County be amenable to using vendor paperwork for the provision of the services as a contractual foundation? 2. Please confirm that the terms and conditions of the contract will be negotiated in good faith between the legal teams?

*Aug 7, 2023 2:03 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Alachua County prefers the use our own templates. A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

*Aug 7, 2023 5:12 PM*

## 6. 2.6. Volume of Previous Work

*Aug 8, 2023 3:01 PM*

**Question:** Could you please explain the chart and how to interpret? I'm not clear on the points and the factors and adjusted fees?

*Aug 8, 2023 3:01 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** To review the Amount of Previous Work, Procurement follows a series of steps. First: Procurement runs a report and find Vendor X's actual fee, (or the amount we have paid a vendor) and then multiply by a factor. In other words: For the current and last year (Oct 1 – Sept 30), Vendor X's actual fee is \$100,000.00, we will multiply by 1. Vendor X's adjusted fee for the current fiscal year is \$100,000. For the second fiscal year, we will take Vendor X's actual fee of \$100,000 and multiply by .08. The adjusted fee is \$80,000. For the third fiscal year, we will take Vendor X's actual fee of \$100,000 and multiply by .06. The adjusted fee is \$60,000. We will add all three adjusted fees. In this example, Vendor X's total adjusted fee is \$240,000. Second: We will look at the table and see where Vendor X's total adjusted fee falls into. In our table it falls at the line of 2 Points. Vendor X, will receive 2 Points for Volume of Previous Work.

*Aug 8, 2023 3:34 PM*

## 7. Budget

*Aug 8, 2023 3:02 PM*

**Question:** Is the county able to share its budget for the project?

*Aug 8, 2023 3:02 PM*

**Answered by Elisha Cash:** \$70,000.00

*Aug 8, 2023 3:58 PM*

## 8. 5.2. Learning Environment Basic System Requirements

## EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

---

*Aug 8, 2023 3:03 PM*

**Question:** A. System must be in the English language, with option for subtitles or translation in Spanish. Which version is the County looking for? Spanish (Latin America) Spanish (Spain)

*Aug 8, 2023 3:03 PM*

**Answered by Elisha Cash:** Spanish - Latin American preferred. Any form of Spanish is required, so as long as some form is included.

*Aug 8, 2023 4:17 PM*

### 9. 6.3. Consultant's Qualifications and Staff

*Aug 8, 2023 3:06 PM*

**Question:** This section awards points allocated to the experience of the assigned staff. For our organization, Staffing will depend on when the contract is awarded as we run a lean bench in order to keep costs down. When does the County anticipate awarding the contract?

*Aug 8, 2023 3:06 PM*

**Answered by Elisha Cash:** Best estimate - 2nd fiscal quarter 2024

*Aug 8, 2023 4:17 PM*

### 10. Budget

*Aug 8, 2023 4:02 PM*

**Question:** Following the previous question on budget, is there a separate budget for one-time implementation/ service fee's?

*Aug 8, 2023 4:02 PM*

**Answered by Elisha Cash:** The County's intent is to evaluate the full budget proposal provided by each vendor in order to make the best decision regarding a separate budget.

*Aug 8, 2023 4:17 PM*

### 11. submit

*Aug 8, 2023 4:03 PM*

**Question:** which section in the portal do we attach the final RFP submittal? I don't see a place to add the attachment. Apologies if I missed it thank you!

*Aug 8, 2023 4:03 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** In the Submittals Section, Question #11 allows you to upload your RFP proposal.

## EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

---

*Aug 8, 2023 4:16 PM*

### 12. No subject

*Aug 9, 2023 3:31 PM*

**Question:** as a follow up to question 6- how does the scoring work if we are a new vendor to the state. would we get 5pts because our AF <\$50K

*Aug 9, 2023 3:31 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** If the vendor's adjusted fee is \$50,000 or less, they will be awarded 5 points for Volume of Previous Work (VOW).

*Aug 11, 2023 3:06 PM*

### 13. Budget

*Aug 9, 2023 2:53 PM*

**Question:** Could you please expand a little more on what exactly is included in the \$70k budget. ( is this for the entire project for the 5 years, is this for just year 1, does it include all licenses as well as services fee's etc. )

*Aug 9, 2023 2:53 PM*

**Answered by Elisha Cash:** We have a \$70K budget allocated, per fiscal year, so 70K for one year, and this would need to cover licenses, fees, and onboarding the first year.

*Aug 14, 2023 9:35 AM*

### 14. No subject

*Aug 11, 2023 2:35 PM*

**Question:** What is the target budget for this procurement?

*Aug 11, 2023 2:35 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** \$70,000.00

*Aug 11, 2023 3:11 PM*

### 15. No subject

*Aug 11, 2023 2:36 PM*

**Question:** Has the agency had an LMS previously? Which one?

*Aug 11, 2023 2:36 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Yes, Precipio.

*Aug 16, 2023 5:16 PM*

## 16. No subject

*Aug 11, 2023 2:37 PM*

**Question:** Can you mention what the project team on the agency side is? What are the key roles and members?

*Aug 11, 2023 2:37 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Primarily, the vendor will be working with the Training Manager, and Instructional Designer. ITS partners will be supporting implementation.

*Aug 18, 2023 11:50 AM*

## 17. No subject

*Aug 11, 2023 2:38 PM*

**Question:** Does the agency have any existing content that would need to be imported/transferred into the new LMS?

*Aug 11, 2023 2:38 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Yes. Reports and learning content.

*Aug 11, 2023 3:11 PM*

## 18. No subject

*Aug 11, 2023 2:39 PM*

**Question:** What is the evaluation criteria for this RFP?

*Aug 11, 2023 2:39 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Review Section 8: Evaluation Phases

*Aug 11, 2023 3:11 PM*

## 19. No subject

*Aug 11, 2023 2:40 PM*

**Question:** Will the agency require a demo of the LMS?

*Aug 11, 2023 2:40 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Oral Presentations are optional for this RFP. The evaluation team will decide during the Public Meeting. The Public Meeting will be noticed in the addenda and notices tab.

*Aug 11, 2023 3:11 PM*

## 20. General

*Aug 11, 2023 2:41 PM*

**Question:** Are there any accessibility requirements that the LMS is expected to meet?

*Aug 11, 2023 2:41 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** ADA compliance is a preference with minimal requirements such as screen readers, subtitles, etc.

*Aug 18, 2023 11:52 AM*

## 21. In basic systems requirements section

*Aug 11, 2023 2:43 PM*

**Question:** Point C -System must have the ability to automatically send email notifications to Learner(s) and their supervisors. These email notifications must be heavily customizable to Alachua County - Who will the automatic notifications be triggering? When you say "heavily customizable" so does this mean you require self-customization from the administrator site or you'll let us know and we will customize it and send it to you accordingly?

*Aug 11, 2023 2:43 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Customizable reports from the administrator site is the preference. The back-up being readily available customer service representative that could create report on-demand with a 48-hour lead time.

*Aug 18, 2023 11:55 AM*

## 22. In basic systems requirements section

*Aug 11, 2023 2:44 PM*

**Question:** Point E- The System must provide customizable homepages for Administrator(s) and Learner(s) - When you mention homepages you mean administrator can customize themselves or homepage, we send you designs and you can customize however you like and send us back to us?

*Aug 11, 2023 2:44 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Alachua County will work with vendor during implementation to customize homepages, which will be heavily driven by Alachua County's organizational chart.

*Aug 18, 2023 11:57 AM*

## 23. In the reporting section

*Aug 11, 2023 2:44 PM*

**Question:** Point A -The system must support ad-hoc reports- What type of ad-hoc reports are you referring to, if you could provide an explanation on this point?

*Aug 11, 2023 2:44 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Alachua County requires very detailed reports about learners' activity that can be sorted and filtered by time frames, status, departments, etc. A mandatory requirement is for administrators to be able to run complete and holistic training records, reflecting all trainings conducted within the software.

*Aug 18, 2023 12:01 PM*

## 24. In 5.5 Implementation, customer service and maintenance requirements section

*Aug 11, 2023 2:46 PM*

**Question:** Point A- Purchase of software will need to include, and not limited to: migration of all users- Could you let us know what LMS are you currently using? How many users are you looking to cater?

*Aug 11, 2023 2:46 PM*

**Answered by Elisha Cash:** We are currently using Skillssoft/Percipio. We are hosting about 1,000 people in that software, but would like to up that to around 1600, so we can include other county partners, interns, part-time people, etc.

*Aug 14, 2023 9:34 AM*

## 25. In 5.3 Architecture Requirements

*Aug 11, 2023 2:47 PM*

**Question:** Point D- Systems must be cloud based- Do you require a cloud-based system or are you asking the capability of the system if the system can go on the cloud? (Depending on how many users you are looking to cater to)

*Aug 11, 2023 2:47 PM*

**Answered by Elisha Cash:** We require a cloud-based system.

*Aug 16, 2023 5:17 PM*

## 26. In 5.3 Architecture Requirements

*Aug 11, 2023 2:48 PM*

**Question:** Point E- County currently uses SAML and will be moving to Azure Active Directory in the future – Would we have to implement the LMS on SAML or Azure?

*Aug 11, 2023 2:48 PM*

**Answered by Elisha Cash:** You would not need to implement the LMS to Azure, we are just checking compatibility.

*Aug 16, 2023 5:17 PM*

## 27. General

*Aug 11, 2023 2:40 PM*

**Question:** When is a decision expected to be made on this RFP?

*Aug 11, 2023 2:40 PM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Best estimate - 2nd fiscal quarter 2024

*Aug 11, 2023 3:12 PM*

## ADDENDA & NOTICES

ADDENDA ISSUED:

*No Addenda issued.*

NOTICES ISSUED:

### Notice #1

*Aug 23, 2023 2:13 PM*

Bid Tabulation

### Notice #2

*Sep 13, 2023 9:58 AM*

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Tuesday, September 19, 2023, at 1:00 PM**, to evaluate technical and written proposals and make final recommendations of the proposals for competitive solicitation for RFP 24-420-LC Learning Management System for Alachua County Human Resources. The final recommendations will be sent to the Board of County Commissioners.



EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

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Topic: Public Notice of Evaluation Committee Meeting RFP 24-420-LC Learning Management System for Alachua County Human Resources

Time: Tuesday, September 19, 2023, at 1:00 PM Eastern Time (US and Canada)

Location: Alachua County Administration Building  
Third Floor Conference Room  
12 SE 1st Street, Gainesville, FL 32601, Third Floor

## Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 291 178 960 440

Passcode: d7tLj7

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 469-998-7938,910429584#](#) United States, Dallas

Phone Conference ID: 910 429 584#

### Notice #3

*Sep 20, 2023 8:10 AM*

See attached Agenda, Meeting Minutes and Recording for Public Meeting RFP 24-420-LC Learning Management System for Alachua County Human Resources

### Notice #4

*Oct 9, 2023 3:48 PM*

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Friday October 13, 2023, at 9:00 AM**, to evaluate oral presentations and make final recommendations of the proposals for competitive solicitation for RFP 24-420-LC Learning Management System for Alachua County Human Resources. The final recommendations will be sent to the Board of County Commissioners.

Topic: Public Notice of Evaluation Committee Meeting RFP 24-420-LC Learning Management System for Alachua County Human Resources

Time: Friday, October 13, 2023, at 9:00 AM Eastern Time (US and Canada)

Location: Alachua County Administration Building  
Third Floor Conference Room  
12 SE 1st Street, Gainesville, FL 32601, Third Floor

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

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Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 299 446 943 059

Passcode: SMUSzX

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 469-998-7938,,81080169#](#) United States, Dallas

Phone Conference ID: 810 801 69#

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County's Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

**Notice #5**

*Oct 23, 2023 10:20 AM*

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Cure Meeting on **Monday, October 30, 2023 at 1:00 pm**, to evaluate technical and written proposals and make final recommendations of the proposals for competitive solicitation for RFP 24-420-LC Learning Management System for Alachua County Human Resources. The final recommendations will be sent to the Board of County Commissioners.

Topic: Public Notice of Evaluation Committee Cure Meeting RFP 24-420-LC Learning Management System for Alachua County Human Resources

Time: Monday, October 30, 2023 at 1:00 PM Eastern Time (US and Canada)

Location: Alachua County Administration Building

Third Floor Conference Room

12 SE 1st Street, Gainesville, FL 32601, Third Floor

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

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Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 291 178 960 440

Passcode: d7tLj7

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 469-998-7938,,910429584#](#) United States, Dallas

Phone Conference ID: 910 429 584#

**Notice #6**

*Oct 30, 2023 7:26 AM*

**The Public Meeting scheduled for 1:00 pm, October 13, 2023 has been cancelled and will be rescheduled at a later date.**

**Notice #7**

*Oct 31, 2023 10:39 AM*

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Cure Meeting on **Monday, November 13, 2023, at 2:30 pm**, to evaluate technical and written proposals and make final recommendations of the proposals for competitive solicitation for RFP 24-420-LC Learning Management System for Alachua County Human Resources. The final recommendations will be sent to the Board of County Commissioners.

Topic: Public Notice of Evaluation Committee Cure Meeting RFP 24-420-LC Learning Management System for Alachua County Human Resources

Time: Monday, November 13, 2023, at 2:30 pm Eastern Time (US and Canada)

Location: Alachua County Administration Building  
Third Floor Conference Room  
12 SE 1st Street, Gainesville, FL 32601, Third Floor

**Microsoft Teams meeting**

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 291 178 960 440

Passcode: d7tLj7

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 469-998-7938](tel:+14699987938), [910429584#](tel:+1469998910429584) United States, Dallas

Phone Conference ID: 910 429 584#

## EVALUATION

### PHASE 2

#### EVALUATORS

| Name           | Title                        | Agreement Accepted On |
|----------------|------------------------------|-----------------------|
| Elisha Cash    | Training Manager             | Sep 18, 2023 1:09 PM  |
| Ryan Evans     | Applications Manager         | Sep 18, 2023 9:00 AM  |
| dennis garraty | security and telecom manager | Sep 10, 2023 12:40 PM |
| Lillie Perkins | Jail Population Manager      | Sep 14, 2023 10:03 AM |

#### EVALUATION CRITERIA

| Criteria                          | Scoring Method | Weight (Points)     |
|-----------------------------------|----------------|---------------------|
| Ability of Professional Personnel | Points Based   | 50 (12.5% of Total) |

Description:

- A. Resumes of the key staff support the firm's Competency in doing this type of work? Key staff includes the Project Manager, and other project team professionals.
- B. Has the firm done this type of work in the past?
- C. Is any of this work to be subcontracted? If so, what are the abilities of the firm(s) to be subcontracted?
- D. Based on questions above, award points as follows:
  - 1. 21-30 points - Exceptional Experience
  - 2. 11-20 points - Average Experience
  - 3. 0-10 points - Minimal Experience
- E. Has the company or key staff recently done this type of work for the County, the State, or for local government in the past?
  - 1. If the work was acceptable, award up to ten (10) points.
  - 2. If the firm has not done this type of work, award zero (0) points.
  - 3. If the work was unacceptable, deduct up to ten (10) points and note why.
- F. Are there factors, such as unique abilities, which would make a noticeable (positive) impact on the project?

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

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1. If the answer is yes, award from one (1) to ten (10) points and note reasons.
2. If the answer is no, award zero (0) points.

| Criteria  | Scoring Method | Weight (Points)  |
|---|----------------|------------------|
| Capability to Meet Time and Budget Requirements | Points Based   | 20 (5% of Total) |

Description:

- A. Does the level of key staffing and their percentage of involvement, the use of subcontractors (if any), office location, and/or information contained in the transmittal letter indicate that the firm will, or will not, meet time and budget requirements?
- B. To your knowledge, has the firm met or had trouble meeting time and budget requirements on similar projects?
- C. Have proof of insurability and other measures of financial stability been provided?
- D. Are time schedules reasonable?
- E. Current Workload.
- F. This factor is designed to determine how busy a firm is by comparing all Florida work against Florida personnel.
  1. If the work was acceptable, award up to ten (20) points.
  2. If the firm has not done this type of work, award zero (0) points.
  3. **If the work was unacceptable, deduct up to ten (10) points and note why.**

| Criteria  | Scoring Method | Weight (Points)   |
|---|----------------|-------------------|
| Volume of Previous Work (VOW) awarded by the County | Points Based   | 5 (1.3% of Total) |

Description:

Points Provided by Procurement.

| Criteria                 | Scoring Method | Weight (Points)    |
|--------------------------|----------------|--------------------|
| Understanding of Project | Points Based   | 25 (6.3% of Total) |

Description:

- A. Did the proposal indicate a thorough understanding of the project?

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- B. Is the appropriate emphasis placed on the various work tasks?
  - 1. If the work was acceptable, award up to twenty-five (25) points.
  - 2. If the firm has not done this type of work, award zero (0) points.
  - 3. **If the work was unacceptable, deduct up to ten (10) points and note why.**

| Criteria         | Scoring Method | Weight (Points)    |
|------------------|----------------|--------------------|
| Project Approach | Points Based   | 25 (6.3% of Total) |

Description:

- A. Did the firm develop a workable approach to the project?
- B. Does the proposal specifically address the County's needs or is it "generic" in content?

| Criteria        | Scoring Method | Weight (Points)    |
|-----------------|----------------|--------------------|
| Project Manager | Points Based   | 10 (2.5% of Total) |

Description:

- A. Does the project manager have experience with projects comparable in size and scope?
- B. Does the Project Manager have a stable job history? Have they been with the firm long, or have there been frequent job changes?

| Criteria     | Scoring Method | Weight (Points)  |
|--------------|----------------|------------------|
| Project Team | Points Based   | 20 (5% of Total) |

Description:

- A. Was a project team identified?
- B. Is the team makeup appropriate for the project?
- C. Do the team members have experience with comparable projects?
- D. Are there any sub contracted firms involved? Will this enhance the project team?
- E. Are the hours assigned to the various team members for each task appropriate?

| Criteria         | Scoring Method | Weight (Points)    |
|------------------|----------------|--------------------|
| Project Schedule | Points Based   | 10 (2.5% of Total) |

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Description:

- A. Is the proposed schedule reasonable based on quantity of personnel assigned to the project?
- B. Are individual tasks staged properly and in proper sequence?

| Criteria              | Scoring Method | Weight (Points)    |
|-----------------------|----------------|--------------------|
| Proposal Organization | Points Based   | 10 (2.5% of Total) |

Description:

- A. Was proposal organization per the RFP?
- B. Was all required paperwork submitted and completed appropriately?
- C. Did the proposal contain an excessive amount of generic boilerplate, resumes, pages per resume, photographs, etc.?

| Criteria                     | Scoring Method | Weight (Points)    |
|------------------------------|----------------|--------------------|
| Vendor Security Requirements | Points Based   | 25 (6.3% of Total) |

Description:

- A. Was the Vendor Security Requirement checklist submitted?
- B. Did they meet the county requirements?

| Criteria                 | Scoring Method | Weight (Points)     |
|--------------------------|----------------|---------------------|
| Understanding of Project | Points Based   | 50 (12.5% of Total) |

Description:

- A. Did the presentation indicate a thorough understanding of the project? Is the appropriate emphasis placed on the various work tasks?
- B. Was the presentation more specific to the County's project or a "generic" presentation?
- C. Did the firm develop a workable approach to the project?

| Criteria                    | Scoring Method | Weight (Points)   |
|-----------------------------|----------------|-------------------|
| Responsiveness to Questions | Points Based   | 40 (10% of Total) |

Description:

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- A. Were questions answered directly or evasively?
- B. Were answers to questions clear and concise or scrambled and verbose?

| Criteria     | Scoring Method | Weight (Points)     |
|--------------|----------------|---------------------|
| Project Team | Points Based   | 50 (12.5% of Total) |

Description:

- A. Did the project team participate?
- B. Was project team plan of action presented and how specifically did it address the project?
- C. Was there participation from any subcontracted firms? What was the impact of their participation?

| Criteria        | Scoring Method | Weight (Points)     |
|-----------------|----------------|---------------------|
| Project Manager | Points Based   | 50 (12.5% of Total) |

Description:

- A. Does the project manager have experience with responsibility for projects of comparable size and scope? Did he/she have a good understanding of this project?
- B. Did the project manager participate in the presentation? How effectively did he/she communicate ideas and respond to questions?

| Criteria | Scoring Method | Weight (Points)    |
|----------|----------------|--------------------|
| Other    | Points Based   | 10 (2.5% of Total) |

Description:

- A. Award additional points for unique experience or abilities; organization of approach; understanding of "why it is to be done", as well as, "what is to be done," etc. Do not award points for excessive boilerplate, excessive participation by "business development", and use of "professional" presenters.
- B. The Other Factors to be considered, but not limited to, are those items, such as Small Business Enterprise status, past performance, and previous amount of work for Alachua County. Fee proposals, when requested and deemed appropriate, are also to be considered in the evaluation process, where the request for such fees is in accordance with the County's Procurement Code.



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**AGGREGATE SCORES SUMMARY**

| Vendor                              | Elisha Cash | Ryan Evans | dennis garraty | Lillie Perkins |
|-------------------------------------|-------------|------------|----------------|----------------|
| Cornerstone Ondemand                | 358         | 367        | 383            | 168            |
| Governmentjobs.com Inc., DBA NEOGOV | 287         | 315        | 376            | 196            |
| Absorb Software North America, LLC  | 286         | 344        | 372            | 164            |
| Meridian Knowledge Solutions, LLC   | 318         | 296        | 361            | 152            |
| Learnsoft                           | 296         | 313        | 353            | 126            |
| MaxIT Corporation                   | 195         | 148        | 342            | 135            |
| Docebo NA, Inc.                     | 187         | 110        | 180            | 77             |
| <b>Excluded</b>                     |             |            |                |                |

| Vendor                              | Total Score (Max Score 400) |
|-------------------------------------|-----------------------------|
| Cornerstone Ondemand                | 319                         |
| Governmentjobs.com Inc., DBA NEOGOV | 293.5                       |
| Absorb Software North America, LLC  | 291.5                       |
| Meridian Knowledge Solutions, LLC   | 281.75                      |
| Learnsoft                           | 272                         |
| MaxIT Corporation                   | 205                         |
| Docebo NA, Inc.                     | 138.5                       |
| <b>Excluded</b>                     |                             |

**VENDOR SCORES BY EVALUATION CRITERIA**

| Vendor                              | Ability of Professional Personnel Points Based 50 Points (12.5%) | Capability to Meet Time and Budget Requirements Points Based 20 Points (5%) | Volume of Previous Work (VOW) awarded by the County Points Based 5 Points (1.3%) | Understanding of Project Points Based 25 Points (6.3%) |
|-------------------------------------|--|---|--|--|
| Cornerstone Ondemand                | 42.5   | 18.8  | 5  | 21.3   |
| Governmentjobs.com Inc., DBA NEOGOV | 42.5   | 20  | 5  | 21.3   |
| Absorb Software North America, LLC  | 38   | 17.5  | 5  | 23.3   |

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| Vendor                            | Ability of Professional Personnel Points Based 50 Points (12.5%) | Capability to Meet Time and Budget Requirements Points Based 20 Points (5%) | Volume of Previous Work (VOW) awarded by the County Points Based 5 Points (1.3%) | Understanding of Project Points Based 25 Points (6.3%) |
|-----------------------------------|--|---|--|--|
| Meridian Knowledge Solutions, LLC | 40.5   | 17.8  | 5  | 19.5   |
| Learnssoft                        | 37.8   | 17  | 5  | 17   |
| MaxIT Corporation                 | 35   | 11.8  | 5  | 16.3   |
| Docebo NA, Inc.<br>Excluded       | 35   | 15  | 0  | 20.8   |

| Vendor                              | Project Approach Points Based 25 Points (6.3%) | Project Manager Points Based 10 Points (2.5%) | Project Team Points Based 20 Points (5%) | Project Schedule Points Based 10 Points (2.5%) |
|-------------------------------------|--|---|--|--|
| Cornerstone Ondemand                | 20   | 9.5   | 15.5                                     | 8.5  |
| Governmentjobs.com Inc., DBA NEOGOV | 21.3   | 10  | 17.5                                     | 8.8  |
| Absorb Software North America, LLC  | 20.5   | 8.3   | 18.3                                     | 5.8  |
| Meridian Knowledge Solutions, LLC   | 18.8   | 10  | 17.5                                     | 6.5  |
| Learnssoft                          | 18   | 7   | 15                                       | 6.3  |
| MaxIT Corporation                   | 16.3   | 8.3   | 15.8                                     | 5.3  |
| Docebo NA, Inc.<br>Excluded         | 17.5   | 6.8   | 11.5                                     | 7  |

| Vendor                              | Proposal Organization Points Based 10 Points (2.5%) | Vendor Security Requirements Points Based 25 Points (6.3%) | Understanding of Project Points Based 50 Points (12.5%) | Responsiveness to Questions Points Based 40 Points (10%) |
|-------------------------------------|---|--|---|--|
| Cornerstone Ondemand                | 8.8   | 23   | 35  | 30   |
| Governmentjobs.com Inc., DBA NEOGOV | 9.8   | 23   | 29.8  | 18.5   |
| Absorb Software North America, LLC  | 8.3   | 21.3   | 33.3  | 24.5   |
| Meridian Knowledge Solutions, LLC   | 7.5   | 23.8   | 27.8  | 23.3   |
| Learnssoft                          | 6.5   | 21.3   | 31.3  | 26.8   |

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| Vendor            | Proposal Organization Points Based 10 Points (2.5%) | Vendor Security Requirements Points Based 25 Points (6.3%) | Understanding of Project Points Based 50 Points (12.5%) | Responsiveness to Questions Points Based 40 Points (10%) |
|-------------------|---|--|---|--|
| MaxIT Corporation | 5.8   | 17.5   | 19.8  | 14   |
| Docebo NA, Inc.   | 7   | 18   | 0   | 0  |
| Excluded          |   |  |   |  |

| Vendor                              | Project Team Points Based 50 Points (12.5%) | Project Manager Points Based 50 Points (12.5%) | Other Points Based 10 Points (2.5%) | Total Score (Max Score 400) |
|-------------------------------------|---|--|-------------------------------------|-----------------------------|
| Cornerstone Ondemand                | 37.5  | 36.3   | 7.5                                 | 319                         |
| Governmentjobs.com Inc., DBA NEOGOV | 31  | 31   | 4.3                                 | 293.5                       |
| Absorb Software North America, LLC  | 32  | 33.3   | 2.5                                 | 291.5                       |
| Meridian Knowledge Solutions, LLC   | 31.3  | 31.3   | 1.5                                 | 281.75                      |
| Learnssoft                          | 30.5  | 30.8   | 2                                   | 272                         |
| MaxIT Corporation                   | 16.5  | 17.8   | 0.3                                 | 205                         |
| Docebo NA, Inc.                     | 0   | 0  | 0                                   | 138.5                       |
| Excluded                            |   |  |                                     |                             |

INDIVIDUAL PROPOSAL SCORES

**Absorb Software North America, LLC**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 30

Ryan Evans: 35

dennis garraty: 47

Lillie Perkins: 40

Prior experience (20 plus years of experience). Project Manager 7 years of experience. Firm has done the work before (over 2,000 clients). Has provided services to other County Government Agencies. Ability to provide exceptional learning experiences (multiple languages, 24/7 support, IT security requirements).

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 15

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Ryan Evans: 15

dennis garraty: 20

Lillie Perkins: 20

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 23

Ryan Evans: 25

dennis garraty: 25

Lillie Perkins: 20

Understands the project and expectation.

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 22

dennis garraty: 20

Lillie Perkins: 20

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 5

dennis garraty: 10

Lillie Perkins: 8

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

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Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 18

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 3

not super clear on the onboarding support and timeline - is it hands on with us? I'm concerned the hours allotted will not be enough.

Ryan Evans: 7

dennis garraty: 8

Lillie Perkins: 5

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 8

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 20

dennis garraty: 25

Lillie Perkins: 20

**Understanding of Project | Points Based | 50 Points (12.5%)**

Elisha Cash: 35

Ryan Evans: 50

dennis garraty: 48

Lillie Perkins: 0

**Responsiveness to Questions | Points Based | 40 Points (10%)**

Elisha Cash: 30

Ryan Evans: 30

No internal courses already made

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dennis garraty: 38

Lillie Perkins: 0

**Project Team | Points Based | 50 Points (12.5%)**

Elisha Cash: 35

Ryan Evans: 45

dennis garraty: 48

Lillie Perkins: 0

**Project Manager | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 45

dennis garraty: 48

Lillie Perkins: 0

**Other | Points Based | 10 Points (2.5%)**

Elisha Cash: 0

no courses come with the subscription. We can purchase additional packages of courses, but this is already one of the most expensive options, taking up almost all that is budgeted. Purchasing courses would put us way over the planned budget.

Ryan Evans: 10

dennis garraty: 0

Lillie Perkins: 0

**Cornerstone Ondemand**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

whole online team and sent local representative in person

Ryan Evans: 42

dennis garraty: 43

Lillie Perkins: 45

Resume of key staff submitted. Firm has worked with large companies in the past(Dell, Amazon). Company has 3,772 employees(globally). Firm started offering solutions in 2000.

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**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 20

Ryan Evans: 15

dennis garraty: 20

Lillie Perkins: 20

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

Ryan Evans: 25

dennis garraty: 25

Lillie Perkins: 20

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 20

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 8

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

Ryan Evans: 15

dennis garraty: 17

Lillie Perkins: 15

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 8

Ryan Evans: 10

dennis garraty: 8

Lillie Perkins: 8

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 8

dennis garraty: 10

Lillie Perkins: 7

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 22

dennis garraty: 25

Lillie Perkins: 20

**Understanding of Project | Points Based | 50 Points (12.5%)**

Elisha Cash: 45

Ryan Evans: 45

dennis garraty: 50

Lillie Perkins: 0

**Responsiveness to Questions | Points Based | 40 Points (10%)**

Elisha Cash: 40

Ryan Evans: 40

dennis garraty: 40



Lillie Perkins: 0

**Project Team | Points Based | 50 Points (12.5%)**

Elisha Cash: 50

Ryan Evans: 50

dennis garraty: 50

Lillie Perkins: 0

**Project Manager | Points Based | 50 Points (12.5%)**

Elisha Cash: 45

Ryan Evans: 50

dennis garraty: 50

Lillie Perkins: 0

**Other | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

5,200 courses, with 1,500 of them that we can edit/tailor to our org

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 0

**Governmentjobs.com Inc., DBA NEOGOV**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 35

we need more built in classes - not 400 - we have 4500 with Skillsoft

Ryan Evans: 45

dennis garraty: 40

Lillie Perkins: 50

Resume of key staff provided. Firm started work in 1998. Firm provided multiple similar agencies similar to Alachua County that they have done this type of work for. Firm has 700 employees. Firm work appears acceptable. Firm is a 3 in 1 solution.

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 20

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Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 20

Work appears acceptable. Firm will met all requirements.

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$25,148.51

Ryan Evans: 5

\$25,148.51

dennis garraty: 5

\$25,148.51

Lillie Perkins: 5

\$25,148.51

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

concerned about onboarding training/support

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 25

Had excellent knowledge of proposal.

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

Ryan Evans: 25

dennis garraty: 20

Lillie Perkins: 25

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 10

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 10

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 20

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

concerned with onboarding support - we will need hand held

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 10

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 9

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 20

dennis garraty: 25

Lillie Perkins: 22

**Understanding of Project | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 30

dennis garraty: 49

Lillie Perkins: 0

**Responsiveness to Questions | Points Based | 40 Points (10%)**

Elisha Cash: 10

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software seemed very confusing, and that it would be especially hard to train the workforce. Ease on the homepage is a huge factor here.

|                    |
|--------------------|
| Ryan Evans: 25     |
| dennis garraty: 39 |
| Lillie Perkins: 0  |

**Project Team | Points Based | 50 Points (12.5%)**

|                    |
|--------------------|
| Elisha Cash: 40    |
| Ryan Evans: 35     |
| dennis garraty: 49 |
| Lillie Perkins: 0  |

**Project Manager | Points Based | 50 Points (12.5%)**

|                    |
|--------------------|
| Elisha Cash: 40    |
| Ryan Evans: 35     |
| dennis garraty: 49 |
| Lillie Perkins: 0  |

**Other | Points Based | 10 Points (2.5%)**

|  |
|--|
| Elisha Cash: 2   |
| don't like the homepage or user experience and this is important |
| Ryan Evans: 5  |
| dennis garraty: 10   |
| Lillie Perkins: 0  |

**Learnsoft**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

|                    |
|--------------------|
| Elisha Cash: 30    |
| Ryan Evans: 45     |
| dennis garraty: 40 |
| Lillie Perkins: 36 |

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

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Elisha Cash: 15

Ryan Evans: 20

dennis garraty: 18

Lillie Perkins: 15

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

does this come with any courses? it looks like it would only be custom content. But also very cheap and we could purchase separate packages of learning.

Ryan Evans: 20

dennis garraty: 18

Lillie Perkins: 15

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

generic

Ryan Evans: 20

dennis garraty: 22

Lillie Perkins: 15

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

Ryan Evans: 8

dennis garraty: 10

Lillie Perkins: 5

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

we will need tons of onboarding support

Ryan Evans: 15

dennis garraty: 20

Lillie Perkins: 10

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

we will need tons of onboarding support

Ryan Evans: 5

dennis garraty: 10

Lillie Perkins: 5

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 8

Ryan Evans: 5

dennis garraty: 8

Lillie Perkins: 5

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 25

dennis garraty: 25

Lillie Perkins: 15

**Understanding of Project | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 40

dennis garraty: 45

Lillie Perkins: 0

**Responsiveness to Questions | Points Based | 40 Points (10%)**

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Elisha Cash: 40

Ryan Evans: 30

dennis garraty: 37

Lillie Perkins: 0

**Project Team | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 35

dennis garraty: 47

Lillie Perkins: 0

**Project Manager | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 35

dennis garraty: 48

Lillie Perkins: 0

**Other | Points Based | 10 Points (2.5%)**

Elisha Cash: 3

nice look, reporting, govt experience. No learning modules included in price.

Ryan Evans: 5

dennis garraty: 0

Lillie Perkins: 0

**MaxIT Corporation**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 25

dennis garraty: 40

Lillie Perkins: 35

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 10

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I think we will need more onboarding than this company provides

Ryan Evans: 10

dennis garraty: 17

Lillie Perkins: 10

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

We need a much more modern look and feel. Terrible homepage, bot the type of product we are looking for.

Ryan Evans: 5

dennis garraty: 20

Lillie Perkins: 20

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

Ryan Evans: 10

dennis garraty: 20

Lillie Perkins: 20

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

no courses - we are not looking for a software that only houses custom content - terrible homepage for user and admin, more admin legwork than we are already dealing with - only compatible with microsoft, no - not a sophisticated team at all, seemed to be two people

Ryan Evans: 10



dennis garraty: 8

Lillie Perkins: 5

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

Ryan Evans: 15

dennis garraty: 18

Lillie Perkins: 15

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

very concerned about lack of onboarding support

Ryan Evans: 2

dennis garraty: 9

Lillie Perkins: 5

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

we need classes that come with the software (the way Percipio houses Skillsoft) we are not looking for a custom content only company

Ryan Evans: 5

dennis garraty: 8

Lillie Perkins: 5

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 10

dennis garraty: 25

Lillie Perkins: 15

**Understanding of Project | Points Based | 50 Points (12.5%)**

Elisha Cash: 20

very generic in general

Ryan Evans: 15

dennis garraty: 44

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

---

Lillie Perkins: 0

**Responsiveness to Questions | Points Based | 40 Points (10%)**

Elisha Cash: 10

It did not feel like we would much support at all and that is a big need.

Ryan Evans: 10

Courses are an extra cost outside the LMS.

dennis garraty: 36

Lillie Perkins: 0

**Project Team | Points Based | 50 Points (12.5%)**

Elisha Cash: 10

2 folks, very informal

Ryan Evans: 10

dennis garraty: 46

Lillie Perkins: 0

**Project Manager | Points Based | 50 Points (12.5%)**

Elisha Cash: 10

Ryan Evans: 15

dennis garraty: 46

Lillie Perkins: 0

**Other | Points Based | 10 Points (2.5%)**

Elisha Cash: 0

Ryan Evans: 1

dennis garraty: 0

Lillie Perkins: 0

**Meridian Knowledge Solutions, LLC**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 40

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

---

dennis garraty: 42

Lillie Perkins: 40

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 18

Ryan Evans: 20

dennis garraty: 18

Lillie Perkins: 15

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 20

dennis garraty: 18

Lillie Perkins: 20

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 15

dennis garraty: 20

Lillie Perkins: 20

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 10

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

we will need a lot of onboarding support - every step of the way

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 15

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 6

we might need more onboarding help and its expensive

Ryan Evans: 5

dennis garraty: 10

Lillie Perkins: 5

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 9

Ryan Evans: 10

dennis garraty: 9

Lillie Perkins: 2

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 25

dennis garraty: 25

Lillie Perkins: 20

**Understanding of Project | Points Based | 50 Points (12.5%)**

Elisha Cash: 35

Ryan Evans: 30

dennis garraty: 46

Lillie Perkins: 0

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

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**Responsiveness to Questions | Points Based | 40 Points (10%)**

Elisha Cash: 35

Ryan Evans: 20

Additional content will need to be purchased which is not part of the current submitted price.

dennis garraty: 38

Lillie Perkins: 0

**Project Team | Points Based | 50 Points (12.5%)**

Elisha Cash: 35

Ryan Evans: 40

dennis garraty: 50

Lillie Perkins: 0

**Project Manager | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 35

dennis garraty: 50

Lillie Perkins: 0

**Other | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

we would have to purchase all content separately, but there is a lot and it is not terribly expensive

Ryan Evans: 1

Did not really see a walk through of the software.

dennis garraty: 0

Lillie Perkins: 0

**Docebo NA, Inc.**  
(Excluded)

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 45

monthly users instead of annual - we can get a lot more users for less cost doing it this way.

Ryan Evans: 30

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

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---

dennis garraty: 45

Lillie Perkins: 20

Has over 800 employees (8 offices). Company located in multiple countries. Started in 2005. Has over 18 years of experience.

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 20

Ryan Evans: 10

dennis garraty: 20

Lillie Perkins: 10

\*\*Not all information showing\*\*

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 0

Ryan Evans: 0

dennis garraty: 0

Lillie Perkins: 0

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 18

dennis garraty: 25

Lillie Perkins: 15

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 10

dennis garraty: 25

Lillie Perkins: 10

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 5

dennis garraty: 7

Lillie Perkins: 5

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 20

this company seemed to have the best onboarding and training

Ryan Evans: 10

dennis garraty: 15

Lillie Perkins: 1

Did not list specific names, experience or titles to work with Alachua County.

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 5

dennis garraty: 8

Lillie Perkins: 5

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 7

dennis garraty: 10

Lillie Perkins: 1

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 22

Florida requirements will be acquired if we select this company

Ryan Evans: 15

AWS

dennis garraty: 25

Lillie Perkins: 10

**Understanding of Project | Points Based | 50 Points (12.5%)**

Elisha Cash: 0

Ryan Evans: 0

dennis garraty: 0

Lillie Perkins: 0

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

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---

**Responsiveness to Questions | Points Based | 40 Points (10%)**

Elisha Cash: 0

Ryan Evans: 0

dennis garraty: 0

Lillie Perkins: 0

**Project Team | Points Based | 50 Points (12.5%)**

Elisha Cash: 0

Ryan Evans: 0

dennis garraty: 0

Lillie Perkins: 0

**Project Manager | Points Based | 50 Points (12.5%)**

Elisha Cash: 0

Ryan Evans: 0

dennis garraty: 0

Lillie Perkins: 0

**Other | Points Based | 10 Points (2.5%)**

Elisha Cash: 0

Ryan Evans: 0

dennis garraty: 0

Lillie Perkins: 0

## PHASE 1

### EVALUATORS

| Name           | Title                        | Agreement Accepted On |
|----------------|------------------------------|-----------------------|
| Elisha Cash    | Training Manager             | Sep 18, 2023 1:09 PM  |
| Ryan Evans     | Applications Manager         | Sep 18, 2023 9:00 AM  |
| dennis garraty | security and telecom manager | Sep 10, 2023 12:40 PM |
| Lillie Perkins | Jail Population Manager      | Sep 14, 2023 10:03 AM |



EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

| Name          | Title                             | Agreement Accepted On |
|---------------|-----------------------------------|-----------------------|
| Joe Savastano | E-Learning Instructional Designer | Sep 8, 2023 9:26 AM   |

**EVALUATION CRITERIA**

| Criteria                          | Scoring Method | Weight (Points)   |
|-----------------------------------|----------------|-------------------|
| Ability of Professional Personnel | Points Based   | 50 (25% of Total) |

Description:

- A. Resumes of the key staff support the firm's Competency in doing this type of work? Key staff includes the Project Manager, and other project team professionals.
- B. Has the firm done this type of work in the past?
- C. Is any of this work to be subcontracted? If so, what are the abilities of the firm(s) to be subcontracted?
- D. Based on questions above, award points as follows:
  - 1. 21-30 points - Exceptional Experience
  - 2. 11-20 points - Average Experience
  - 3. 0-10 points - Minimal Experience
- E. Has the company or key staff recently done this type of work for the County, the State, or for local government in the past?
  - 1. If the work was acceptable, award up to ten (10) points.
  - 2. If the firm has not done this type of work, award zero (0) points.
  - 3. If the work was unacceptable, deduct up to ten (10) points and note why.
- F. Are there factors, such as unique abilities, which would make a noticeable (positive) impact on the project?
  - 1. If the answer is yes, award from one (1) to ten (10) points and note reasons.
  - 2. If the answer is no, award zero (0) points.

| Criteria  | Scoring Method | Weight (Points)   |
|---|----------------|-------------------|
| Capability to Meet Time and Budget Requirements | Points Based   | 20 (10% of Total) |

Description:

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---

- A. Does the level of key staffing and their percentage of involvement, the use of subcontractors (if any), office location, and/or information contained in the transmittal letter indicate that the firm will, or will not, meet time and budget requirements?
- B. To your knowledge, has the firm met or had trouble meeting time and budget requirements on similar projects?
- C. Have proof of insurability and other measures of financial stability been provided?
- D. Are time schedules reasonable?
- E. Current Workload.
- F. This factor is designed to determine how busy a firm is by comparing all Florida work against Florida personnel.
  - 1. If the work was acceptable, award up to ten (20) points.
  - 2. If the firm has not done this type of work, award zero (0) points.
  - 3. **If the work was unacceptable, deduct up to ten (10) points and note why.**

| Criteria  | Scoring Method | Weight (Points)   |
|---|----------------|-------------------|
| Volume of Previous Work (VOW) awarded by the County | Points Based   | 5 (2.5% of Total) |

Description:

Points Provided by Procurement.

| Criteria                 | Scoring Method | Weight (Points)     |
|--------------------------|----------------|---------------------|
| Understanding of Project | Points Based   | 25 (12.5% of Total) |

Description:

- A. Did the proposal indicate a thorough understanding of the project?
- B. Is the appropriate emphasis placed on the various work tasks?
  - 1. If the work was acceptable, award up to twenty-five (25) points.
  - 2. If the firm has not done this type of work, award zero (0) points.
  - 3. **If the work was unacceptable, deduct up to ten (10) points and note why.**

| Criteria         | Scoring Method | Weight (Points)     |
|------------------|----------------|---------------------|
| Project Approach | Points Based   | 25 (12.5% of Total) |

EXECUTIVE SUMMARY

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RFP 24-420-LC Learning Management System for Alachua County Human Resources

---

Description:

- A. Did the firm develop a workable approach to the project?
- B. Does the proposal specifically address the County's needs or is it "generic" in content?

| Criteria        | Scoring Method | Weight (Points)  |
|-----------------|----------------|------------------|
| Project Manager | Points Based   | 10 (5% of Total) |

Description:

- A. Does the project manager have experience with projects comparable in size and scope?
- B. Does the Project Manager have a stable job history? Have they been with the firm long, or have there been frequent job changes?

| Criteria     | Scoring Method | Weight (Points)   |
|--------------|----------------|-------------------|
| Project Team | Points Based   | 20 (10% of Total) |

Description:

- A. Was a project team identified?
- B. Is the team makeup appropriate for the project?
- C. Do the team members have experience with comparable projects?
- D. Are there any sub contracted firms involved? Will this enhance the project team?
- E. Are the hours assigned to the various team members for each task appropriate?

| Criteria         | Scoring Method | Weight (Points)  |
|------------------|----------------|------------------|
| Project Schedule | Points Based   | 10 (5% of Total) |

Description:

- A. Is the proposed schedule reasonable based on quantity of personnel assigned to the project?
- B. Are individual tasks staged properly and in proper sequence?

| Criteria              | Scoring Method | Weight (Points)  |
|-----------------------|----------------|------------------|
| Proposal Organization | Points Based   | 10 (5% of Total) |

Description:

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

- A. Was proposal organization per the RFP?
- B. Was all required paperwork submitted and completed appropriately?
- C. Did the proposal contain an excessive amount of generic boilerplate, resumes, pages per resume, photographs, etc.?

| Criteria                     | Scoring Method | Weight (Points)     |
|------------------------------|----------------|---------------------|
| Vendor Security Requirements | Points Based   | 25 (12.5% of Total) |

Description:

- A. Was the Vendor Security Requirement checklist submitted?
- B. Did they meet the county requirements?

**AGGREGATE SCORES SUMMARY**

| Vendor                              | Elisha Cash | Ryan Evans | dennis garraty | Lillie Perkins |
|-------------------------------------|-------------|------------|----------------|----------------|
| Governmentjobs.com Inc., DBA NEOGOV | 155         | 185        | 180            | 196            |
| Cornerstone Ondemand                | 168         | 172        | 183            | 168            |
| Meridian Knowledge Solutions, LLC   | 168         | 170        | 177            | 152            |
| Absorb Software North America, LLC  | 146         | 164        | 190            | 164            |
| Learnsoft                           | 133         | 168        | 176            | 126            |
| Docebo NA, Inc.                     | 192         | 115        | 185            | 82             |
| MaxIT Corporation                   | 145         | 97         | 170            | 135            |

| Vendor                              | Joe Savastano | Total Score (Max Score 200) |
|-------------------------------------|---------------|-----------------------------|
| Governmentjobs.com Inc., DBA NEOGOV | -             | 179                         |
| Cornerstone Ondemand                | -             | 172.75                      |
| Meridian Knowledge Solutions, LLC   | -             | 166.75                      |
| Absorb Software North America, LLC  | -             | 166                         |
| Learnsoft                           | -             | 150.75                      |
| Docebo NA, Inc.                     | -             | 143.5                       |

EXECUTIVE SUMMARY

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RFP 24-420-LC Learning Management System for Alachua County Human Resources

| Vendor            | Joe Savastano | Total Score<br>(Max Score 200) |
|-------------------|---------------|--------------------------------|
| MaxIT Corporation | -             | <b>136.75</b>                  |

**VENDOR SCORES BY EVALUATION CRITERIA**

| Vendor                              | Ability of Professional Personnel<br>Points Based<br>50 Points (25%) | Capability to Meet Time and Budget Requirements<br>Points Based<br>20 Points (10%) | Volume of Previous Work (VOW)<br>awarded by the County<br>Points Based<br>5 Points (2.5%) | Understanding of Project<br>Points Based<br>25 Points (12.5%) |
|-------------------------------------|--|--|---|---|
| Governmentjobs.com Inc., DBA NEOGOV | 42.5   | 20   | 5   | 21.3  |
| Cornerstone Ondemand                | 42.5   | 18.8   | 5   | 21.3  |
| Meridian Knowledge Solutions, LLC   | 40.5   | 17.8   | 5   | 19.5  |
| Absorb Software North America, LLC  | 38   | 17.5   | 5   | 23.3  |
| Learnsoft                           | 37.8   | 17   | 5   | 17  |
| Docebo NA, Inc.                     | 35   | 15   | 5   | 20.8  |
| MaxIT Corporation                   | 35   | 11.8   | 5   | 16.3  |

| Vendor                              | Project Approach<br>Points Based<br>25 Points (12.5%) | Project Manager<br>Points Based<br>10 Points (5%) | Project Team<br>Points Based<br>20 Points (10%) | Project Schedule<br>Points Based<br>10 Points (5%) |
|-------------------------------------|---|---|---|--|
| Governmentjobs.com Inc., DBA NEOGOV | 21.3  | 10  | 17.5  | 8.8  |
| Cornerstone Ondemand                | 20  | 9.5   | 15.5  | 8.5  |
| Meridian Knowledge Solutions, LLC   | 18.8  | 10  | 17.5  | 6.5  |
| Absorb Software North America, LLC  | 20.5  | 8.3   | 18.3  | 5.8  |
| Learnsoft                           | 18  | 7   | 15  | 6.3  |
| Docebo NA, Inc.                     | 17.5  | 6.8   | 11.5  | 7  |
| MaxIT Corporation                   | 16.3  | 8.3   | 15.8  | 5.3  |

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| Vendor                              | Proposal Organization Points Based 10 Points (5%) | Vendor Security Requirements Points Based 25 Points (12.5%) | Total Score (Max Score 200) |
|-------------------------------------|---|---|-----------------------------|
| Governmentjobs.com Inc., DBA NEOGOV | 9.8   | 23  | 179                         |
| Cornerstone Ondemand                | 8.8   | 23  | 172.75                      |
| Meridian Knowledge Solutions, LLC   | 7.5   | 23.8  | 166.75                      |
| Absorb Software North America, LLC  | 8.3   | 21.3  | 166                         |
| Learnssoft                          | 6.5   | 21.3  | 150.75                      |
| Docebo NA, Inc.                     | 7   | 18  | 143.5                       |
| MaxIT Corporation                   | 5.8   | 17.5  | 136.75                      |

INDIVIDUAL PROPOSAL SCORES

**Absorb Software North America, LLC**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

|                    |
|--------------------|
| Elisha Cash: 30    |
| Ryan Evans: 35     |
| dennis garraty: 47 |
| Lillie Perkins: 40 |

Prior experience (20 plus years of experience). Project Manager 7 years of experience. Firm has done the work before (over 2,000 clients). Has provided services to other County Government Agencies. Ability to provide exceptional learning experiences (multiple languages, 24/7 support, IT security requirements).

Joe Savastano: -

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

|                    |
|--------------------|
| Elisha Cash: 15    |
| Ryan Evans: 15     |
| dennis garraty: 20 |
| Lillie Perkins: 20 |

Joe Savastano: -

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

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---

Elisha Cash: 5  
\$0.00

Ryan Evans: 5  
\$0.00

dennis garraty: 5  
\$0.00

Lillie Perkins: 5  
\$0.00

Joe Savastano: -

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 23

Ryan Evans: 25

dennis garraty: 25

Lillie Perkins: 20

Understands the project and expectation.

Joe Savastano: -

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 22

dennis garraty: 20

Lillie Perkins: 20

Joe Savastano: -

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 5

dennis garraty: 10

Lillie Perkins: 8

Joe Savastano: -

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

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---

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 18

Joe Savastano: -

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 3

not super clear on the onboarding support and timeline - is it hands on with us? I'm concerned the hours allotted will not be enough.

Ryan Evans: 7

dennis garraty: 8

Lillie Perkins: 5

Joe Savastano: -

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 8

Joe Savastano: -

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 20

dennis garraty: 25

Lillie Perkins: 20

Joe Savastano: -

**Cornerstone Ondemand**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

Ryan Evans: 42

dennis garraty: 43



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RFP No. RFP 24-420-LC

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---

Lillie Perkins: 45

Resume of key staff submitted. Firm has worked with large companies in the past(Dell, Amazon). Company has 3,772 employees(globally). Firm started offering solutions in 2000.

Joe Savastano: -

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 20

Ryan Evans: 15

dennis garraty: 20

Lillie Perkins: 20

Joe Savastano: -

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

Joe Savastano: -

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

Ryan Evans: 25

dennis garraty: 25

Lillie Perkins: 20

Joe Savastano: -

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 20

dennis garraty: 20

EXECUTIVE SUMMARY

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---

Lillie Perkins: 20

Joe Savastano: -

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 8

Joe Savastano: -

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

we will need a lot of onboarding, architecture, moving past data support. I'm concerned with the onboarding support.

Ryan Evans: 15

dennis garraty: 17

Lillie Perkins: 15

Joe Savastano: -

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 8

not sure we will get all the onboarding/implementing support we need

Ryan Evans: 10

dennis garraty: 8

Lillie Perkins: 8

Joe Savastano: -

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 8

dennis garraty: 10

Lillie Perkins: 7

Joe Savastano: -

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---

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 22

dennis garraty: 25

Lillie Perkins: 20

Joe Savastano: -

**Docebo NA, Inc.**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 45

monthly users instead of annual - we can get a lot more users for less cost doing it this way.

Ryan Evans: 30

dennis garraty: 45

Lillie Perkins: 20

Has over 800 employees (8 offices). Company located in multiple countries. Started in 2005. Has over 18 years of experience.

Joe Savastano: -

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 20

Ryan Evans: 10

dennis garraty: 20

Lillie Perkins: 10

\*\*Not all information showing\*\*

Joe Savastano: -

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

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---

Lillie Perkins: 5  
\$0.00

Joe Savastano: -

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 18

dennis garraty: 25

Lillie Perkins: 15

Joe Savastano: -

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 10

dennis garraty: 25

Lillie Perkins: 10

Joe Savastano: -

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 5

dennis garraty: 7

Lillie Perkins: 5

Joe Savastano: -

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 20

this company seemed to have the best onboarding and training

Ryan Evans: 10

dennis garraty: 15

Lillie Perkins: 1

Did not list specific names, experience or titles to work with Alachua County.

Joe Savastano: -

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 5

dennis garraty: 8

Lillie Perkins: 5

Joe Savastano: -

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 7

dennis garraty: 10

Lillie Perkins: 1

Joe Savastano: -

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 22

Florida requirements will be acquired if we select this company

Ryan Evans: 15

AWS

dennis garraty: 25

Lillie Perkins: 10

Joe Savastano: -

**Governmentjobs.com Inc., DBA NEOGOV**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 35

we need more built in classes - not 400 - we have 4500 with Skillsoft

Ryan Evans: 45

dennis garraty: 40

Lillie Perkins: 50

Resume of key staff provided. Firm started work in 1998. Firm provided multiple similar agencies similar to Alachua County that they have done this type of work for. Firm has 700 employees. Firm work appears acceptable. Firm is a 3 in 1 solution.

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---

Joe Savastano: -

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 20

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 20

Work appears acceptable. Firm will met all requirements.

Joe Savastano: -

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$25,148.51

Ryan Evans: 5

\$25,148.51

dennis garraty: 5

\$25,148.51

Lillie Perkins: 5

\$25,148.51

Joe Savastano: -

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

concerned about onboarding training/support

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 25

Had excellent knowledge of proposal.

Joe Savastano: -

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

Ryan Evans: 25

dennis garraty: 20

Lillie Perkins: 25

Joe Savastano: -

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 10

Joe Savastano: -

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 10

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 20

Joe Savastano: -

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

concerned with onboarding support - we will need hand held

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 10

Joe Savastano: -

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 9

Joe Savastano: -

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 25

Ryan Evans: 20

dennis garraty: 25

Lillie Perkins: 22

Joe Savastano: -

### Learnsoft

#### Ability of Professional Personnel | Points Based | 50 Points (12.5%)

Elisha Cash: 30

Ryan Evans: 45

dennis garraty: 40

Lillie Perkins: 36

Joe Savastano: -

#### Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)

Elisha Cash: 15

Ryan Evans: 20

dennis garraty: 18

Lillie Perkins: 15

Joe Savastano: -

#### Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

Joe Savastano: -

#### Understanding of Project | Points Based | 25 Points (6.3%)

Elisha Cash: 15

does this come with any courses? it looks like it would only be custom content.



EXECUTIVE SUMMARY

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Ryan Evans: 20

dennis garraty: 18

Lillie Perkins: 15

Joe Savastano: -

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

generic

Ryan Evans: 20

dennis garraty: 22

Lillie Perkins: 15

Joe Savastano: -

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

Ryan Evans: 8

dennis garraty: 10

Lillie Perkins: 5

Joe Savastano: -

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

we will need tons of onboarding support

Ryan Evans: 15

dennis garraty: 20

Lillie Perkins: 10

Joe Savastano: -

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

we will need tons of onboarding support

Ryan Evans: 5

dennis garraty: 10

Lillie Perkins: 5

Joe Savastano: -

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 8

Ryan Evans: 5

dennis garraty: 8

Lillie Perkins: 5

Joe Savastano: -

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 25

dennis garraty: 25

Lillie Perkins: 15

Joe Savastano: -

**MaxIT Corporation**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

number of packaged classes available - we are not looking for a software that only houses custom content

Ryan Evans: 25

dennis garraty: 40

Lillie Perkins: 35

Joe Savastano: -

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 10

I think we will need more onboarding than this company provides

Ryan Evans: 10

dennis garraty: 17

Lillie Perkins: 10

Joe Savastano: -

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

---

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

Joe Savastano: -

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 5

dennis garraty: 20

Lillie Perkins: 20

Joe Savastano: -

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 15

Ryan Evans: 10

dennis garraty: 20

Lillie Perkins: 20

Joe Savastano: -

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 8

Lillie Perkins: 5

Joe Savastano: -

**Project Team | Points Based | 20 Points (5%)**

EXECUTIVE SUMMARY

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---

Elisha Cash: 15

Ryan Evans: 15

dennis garraty: 18

Lillie Perkins: 15

Joe Savastano: -

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

concerned about onboarding support

Ryan Evans: 2

dennis garraty: 9

Lillie Perkins: 5

Joe Savastano: -

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 5

we need classes that come with the software (the way Percipio houses Skillsoft) we are not looking for a custom content only company

Ryan Evans: 5

dennis garraty: 8

Lillie Perkins: 5

Joe Savastano: -

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 10

dennis garraty: 25

Lillie Perkins: 15

Joe Savastano: -

**Meridian Knowledge Solutions, LLC**

**Ability of Professional Personnel | Points Based | 50 Points (12.5%)**

Elisha Cash: 40

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

---

Ryan Evans: 40

dennis garraty: 42

Lillie Perkins: 40

Joe Savastano: -

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (5%)**

Elisha Cash: 18

Ryan Evans: 20

dennis garraty: 18

Lillie Perkins: 15

Joe Savastano: -

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (1.3%)**

Elisha Cash: 5

\$0.00

Ryan Evans: 5

\$0.00

dennis garraty: 5

\$0.00

Lillie Perkins: 5

\$0.00

Joe Savastano: -

**Understanding of Project | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 20

dennis garraty: 18

Lillie Perkins: 20

Joe Savastano: -

**Project Approach | Points Based | 25 Points (6.3%)**

Elisha Cash: 20

Ryan Evans: 15

dennis garraty: 20

EXECUTIVE SUMMARY

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RFP 24-420-LC Learning Management System for Alachua County Human Resources

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Lillie Perkins: 20

Joe Savastano: -

**Project Manager | Points Based | 10 Points (2.5%)**

Elisha Cash: 10

Ryan Evans: 10

dennis garraty: 10

Lillie Perkins: 10

Joe Savastano: -

**Project Team | Points Based | 20 Points (5%)**

Elisha Cash: 15

we will need a lot of onboarding support - every step of the way

Ryan Evans: 20

dennis garraty: 20

Lillie Perkins: 15

Joe Savastano: -

**Project Schedule | Points Based | 10 Points (2.5%)**

Elisha Cash: 6

we might need more onboarding help

Ryan Evans: 5

dennis garraty: 10

Lillie Perkins: 5

Joe Savastano: -

**Proposal Organization | Points Based | 10 Points (2.5%)**

Elisha Cash: 9

Ryan Evans: 10

dennis garraty: 9

Lillie Perkins: 2

Joe Savastano: -

**Vendor Security Requirements | Points Based | 25 Points (6.3%)**

EXECUTIVE SUMMARY

RFP No. RFP 24-420-LC

RFP 24-420-LC Learning Management System for Alachua County Human Resources

---

Elisha Cash: 25

Ryan Evans: 25

dennis garraty: 25

Lillie Perkins: 20

Joe Savastano: -