

## MONTEREY COUNTY BOARD OF SUPERVISORS

**MEETING:** July 27, 2010 - Consent

**AGENDA NO.:** 66.1

**SUBJECT:**

- a) Approve and authorize the Contracts/Purchasing Officer to execute the Agreements with Manpower Inc. California Peninsula, Comforce Staffing Services, Robert Half International, Inc., SFN Group Inc., and Select Staffing for the provision of temporary staffing services for the County of Monterey in the amount of \$8,000,000 on an as-needed basis, for the initial term of two years from the date of execution through and including December 31, 2012.
- b) Approve and authorize the Contracts/Purchasing Officer the option to extend the Agreements for three additional one year periods in accordance with the terms and conditions set within each Agreement, and although there is no ceiling amount stated in the Agreements, the aggregate amount to be spent for all Agreements issued under RFP #10129 shall not to exceed \$20,000,000; and
- c) Authorize the Contracts/Purchasing Officer to execute similar additional Agreements for temporary staffing services with qualified contractors who meet the minimum requirements of the County of Monterey.

**DEPARTMENT:** County Administrative Office-Contracts/Purchasing

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

- a) Approve and authorize the Contracts/Purchasing Officer to execute the Agreements with Manpower Inc. California Peninsula, Comforce Staffing Services, Robert Half International, Inc., SFN Group Inc., and Select Staffing for the provision of temporary staffing services for the County of Monterey in the amount of \$8,000,000 on an as-needed basis, for the initial term of two years from the date of execution through and including December 31, 2012.
- b) Approve and authorize the Contracts/Purchasing Officer the option to extend the Agreements for three additional one year periods in accordance with the terms and conditions set within each Agreement, and although there is no ceiling amount stated in the Agreements, the aggregate amount to be spent for all Agreements issued under RFP #10129 shall not to exceed \$20,000,000; and
- c) Authorize the Contracts/Purchasing Officer to execute similar additional Agreements for temporary staffing services with qualified contractors who meet the minimum requirements of the County of Monterey.

**SUMMARY/DISCUSSION:**

Approval of these services will enable the County to obtain temporary staffing services, in the amount of \$8,000,000 on an as-needed basis, for the term of two years from the date of signing through and including December 31, 2012, and to include the option to extend the Agreements for three additional one year periods, in accordance with the terms and conditions set within each Agreement and RFP #10129. Lastly this recommendation will authorize the Contracts/Purchasing Officer to sign similar additional Agreements for temporary staffing services with qualified contractors who meet the minimum requirements of the County of Monterey.

The subject Agreements will be included in the master service agreement schedule, eliminating the need for separate agreements for each County department. Based upon historical usage, the yearly aggregate amount to be spent for all Agreements issued under RFP #10129 is estimated not to exceed \$4,000,000 yearly.

The services include both short-term clerical and general labor temporary help assignments to meet staff shortages. Copies of the Agreements are on file with the Clerk of the Board. Given the current County expenditure freeze, on a case-by-case basis departments will determine the criticality of these services before entering into agreements for services. Departments are free to choose from the approved contractors on the Master Agreement list. The County of Monterey does not guarantee a minimum or maximum dollar value to any of the Agreements.

**OTHER AGENCY INVOLVEMENT:**

County Counsel has approved each Agreement as to form. The Auditor's Office has approved each Agreement.

**FINANCING:**

Funds for these services are contained within the approved budget allocations of the departments utilizing the services. Expenditures will depend on the actual services requested by individual County departments. Although there is no ceiling amount stated in the Agreements, based upon historical usage, the aggregate amount to be spent for all Agreements issued under RFP #10129 is estimated not to exceed \$20,000,000.

Prepared by:



Michael Derr  
Contracts/Purchasing Officer

Approved by:



Rosie Pando  
Assistant County Administrative Officer



Jaime Ayala  
Deputy Purchasing Agent / Buyer II  
Date: July 19, 2010

Attachments

Manpower Inc. California Peninsula Agreement  
Comforce Staffing Services Agreement  
Robert Half International Inc. Agreement  
SFN Group Inc. Agreement  
Select Staffing Agreement