



Monterey County Board of Supervisors Board Report

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Current Status: Agenda Ready

Matter Type: General Agenda Item

- a. Approve and authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute Agreements under RFP 10495 with (1) Manpowergroup US Inc., (2) Nova Management Inc. and (3) SlingShot Connections, LLC to provide Temporary Employment Services for the term beginning upon signature of the agreements through December 31, 2018, with the option to extend the Agreements for 2 additional one-year period on an as-needed basis, with an aggregate amount not to exceed \$10 million;
- b. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute Amendments to the Agreements which could extend the Agreements and increase the total aggregate amount by up to 10% (\$1 million);
- c. Designate that all County contracts for Temporary Employment Services reference and meet the standards set forth in Request for Proposal (RFP) 10495 concerning hours reporting and compliance, for the duration of the resulting contracts; and
- d. Designate the Contracts/Purchasing Officer and Contracts/Purchasing Supervisor as having exclusive authority to sign any and all future Agreements and Amendments for Temporary Employment Services for the duration of the Agreements resulting from RFP 10495.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute 3 Countywide Service Agreements between the County of Monterey and the following contractors: (1) Manpowergroup US Inc., (2) Nova Management Inc., and (3) SlingShot Connections, LLC s to provide Temporary Employment Services for the County of Monterey for the term beginning upon signature of the agreements through December 31, 2018. The aggregate amount to be spent for all Agreements issued under RFP 10495 shall not exceed \$10 million; and
- b. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute Amendments to extend each Agreement for 2 additional one-year periods, where each Amendment does not increase the total contract aggregate amounts for these 3 vendors by more than 10% (\$1 million) of the original Agreement total; and
- c. Designate that all County contracts for Temporary Employment Services reference and meet the standards set forth in RFP 10495 concerning hours reporting and compliance for the duration of the RFP contracts; and,
- d. Designate the Contracts/Purchasing Officer and Contracts/Purchasing Supervisor as having exclusive authority to sign any and all future Agreements and Amendments for Temporary Employment Services for the duration of the Agreements resulting from RFP 10495.

SUMMARY/DISCUSSION:

Contracts/Purchasing began the solicitation process for Temporary Employment Services for the County of Monterey in September 2014. To ensure compliance with State laws and

mandates, the solicitation development was a lengthy process which involved collaboration with Human Resources, the Auditor-Controller, and County Counsel. The new Agreements for Temporary Employment Services have a more comprehensive Scope of Work and includes new criteria and reporting requirements designed to ensure that temporary workers do not accidentally become considered County employees and trigger certain CalPERS requirements. Attempts to regulate hours worked by temporary workers in the past has revealed difficulties in maintaining both reporting and compliance. In creating the above Agreements, departments have been provided a way to secure needed services while adhering to all applicable State laws.

Because the need for temporary workers fluctuates, it is also recommended that the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor be authorized to enter into Amendments with these 3 vendors where such Amendments would extend the term of the Agreement (up to a total of 2 additional years or until 2020) and/or increase the aggregate total not to exceed amount by \$1 million (10% of the aggregate amount approved). Such authorization provides flexibility in case current estimated needs prove insufficient. If other Amendments are deemed necessary (such as additional extensions or increased amounts), they would come to this Board for consideration.

Countywide Service Agreements are generally provided as a service and convenience to departments and not as a mandatory usage service. It is standard practice in the County for departments to enter into their own agreements with separate terms and conditions for services already provided under a Countywide Service Agreement. However, due to the nature of the strict hours requirement for temporary services, there is concern that separate departmental agreements may not meet State regulations or County concerns. It is the recommendation of the Contracts/Purchasing Officer that the Board of Supervisors require any and all future Temporary Employment Services contracts created during the term of the RFP 10495 Agreements that they include hours reporting and hours limit requirements as presented in RFP 10495 within their Scope of Work. To ensure that this process is being followed, it is also the recommendation of the Contracts/Purchasing Officer that all additional Agreements and Amendments for Temporary Employment Services created during the term of this RFP 10495, Agreements shall require the signature of the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor. This order would supersede all directives from the Board of Supervisors granting signature authority to any other party regarding Temporary Employment Services.

OTHER AGENCY INVOLVEMENT:

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

FINANCING:

Agreements will be established as a Countywide Service Agreement. Departments will be responsible for verifying they have the funds to cover all requisitions under these Agreements.

Prepared by:

Debra Wilson
Contracts/Purchasing Supervisor

Approved by:

Dewayne Woods
Assistant County Administrative Officer

Attachments:

- 1) Attachment A - County Benchmark Specifications
- 2) Manpowergroup US Inc. Agreement
- 3) Novo Management Inc. Agreement
- 4) SlingShot Conections, LLC Agreement