



Board Report

File #: 14-842, Version: 1

- a. Approve and authorize the Contracts/Purchasing Officer to execute multiple agreements based on the criteria set forth in RFP #10432. The agreements are between the County of Monterey and the named vendors as follows: TPO Human Resources Management, Reward Strategy Group Inc., Renne Sloan Holtzman Sakai, LLP., Public Interest Investigations, Inc., GY Investigations and Legal Services, Inc., CPS HR Consulting, Consulting Services International, LLC., Critical Incident Management Team, and William Avery & Associates, Inc., for the provision of Human Resources Consulting services to the County of Monterey on an as-needed basis for a term of five (5) years, effective from the date of execution through and including June 30, 2019. Each individual agreement shall not exceed \$250,000. The aggregate amount over the term of all Agreements shall not exceed \$2,250,000, in accordance with the terms and conditions set within each Agreement; and
- b. Authorize the Contracts/Purchasing Officer to execute, after one year, similar additional Agreements for Human Resources Consulting services with contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not exceed 10% of the original aggregate amount of \$2,250,000.
- c. Authorize the Contracts/Purchasing Officer to allocate aggregate between vendors as needed, determined by department spending trends.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer to execute multiple agreements based on the criteria set forth in RFP #10432. The agreements are between the County of Monterey and the named vendors as follows: TPO Human Resources Management, Reward Strategy Group Inc., Renne Sloan Holtzman Sakai, LLP., Public Interest Investigations, Inc., GY Investigations and Legal Services, Inc., CPS HR Consulting, Consulting Services International, LLC., Critical Incident Management Team, and William Avery & Associates, Inc., for the provision of Human Resources Consulting services to the County of Monterey on an as-needed basis for a term of five (5) years, effective from the date of execution through and including June 30, 2019. Each individual agreement shall not exceed \$250,000. The aggregate amount over the term of all Agreements shall not exceed \$2,250,000, in accordance with the terms and conditions set within each Agreement; and
- b. Authorize the Contracts/Purchasing Officer to execute, after one year, similar additional Agreements for Human Resources Consulting services with contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not exceed 10% of the original aggregate amount of \$2,250,000.
- c. Authorize the Contracts/Purchasing Officer to allocate aggregate between vendors as needed, determined by department spending trends.

SUMMARY/DISCUSSION:

Approval of the recommended action will enable the County to provide professional personnel consulting services on an as-needed basis to County departments for a period of five years, July 1, 2014 through June 30, 2019. Services will include classification, compensation, reorganization, personnel administration, recruitment, examination, selection, and related services as needed. The Human Resources Department will provide oversight and direction for services. Services will be provided to individual County departments, as specified by the County of Monterey Human Resources Department. Each Agreement is based upon County requirements as set forth in the terms and conditions of RFP #10432. Each Agreement

will be included in the Master Service Agreement schedule, eliminating the need for individual agreements with each County department. The aggregate amount to be spent for all Agreements over the five (5) year term is not to exceed \$2,250,000. Copies of each Agreement are on file with the Clerk of the Board.

OTHER AGENCY INVOLVEMENT:

County Counsel has approved each Agreement as to form. The Auditor's Office and Risk Management have approved each Agreement.

FINANCING:

Funds for these services are contained within the approved budget allocations of the department utilizing the consulting services. Expenditures will depend on the actual services requested by individual County departments.

Prepared by:

Approved by:

Michael Derr
Contracts/Purchasing Officer

Dewayne Woods
Assistant County Administrative Officer

DeAundra Lewelling
Management Analyst I
Date: July 17, 2014

Attachments:

1. TPO Human Resources Management Agreement
2. Reward Strategy Group, Inc. Agreement
3. Renne Sloan Holtzman Sakai, LLP. Agreement
4. Public Interest Investigations, Inc. Agreement
5. GY Investigations and Legal Services, Inc. Agreement
6. CPS HR Consulting Agreement
7. Consulting Services International, LLC. Agreement
8. Critical Incident Management Team Agreement
9. William Avery & Associates, Inc. Agreement
10. RFP #10432: Master Agreement for Human Resources Consulting Services
11. Master Service Agreement Schedule