



# RFP #19-14 TEMPORARY AGENCY SERVICES

RS-19-055

June 18, 2019

# Background

2

- ❑ The City currently does not contract City-wide with a temporary agency.
- ❑ At times, the City has a need to employ temporary skilled and unskilled workers to fulfill its mission.
- ❑ Establishes a formal and streamline process.

# Proposal Process

3

- ❑ Proposals solicited to find best temporary hiring agency.
- ❑ Five (5) proposals received February 13.
- ❑ Review committee composed of personnel from Human Resources, Legal, and Community Development.
- ❑ Scored based on criteria including cost, experience, qualifications, reputation, capability, resources, corporate history, and stability.

# Proposal Process

4

- ❑ Narrowed the list to three finalist.
- ❑ Contract term for the award shall be a two (2) year with the option to renew three (3), one (1) year periods for a total of five (5) years.
- ❑ The fiscal impact will be based upon the department's request for temporary help and the department's allocated budget.

# Alternatives Considered

5

- ❑ Reject proposal and not enter into a contract with a temporary agency.
- ❑ Reject proposal with Infojini Temporary Agency and contract with one of the other two finalists temporary agencies.
- ❑ Award proposal to Infojini Temporary Agency.

# Recommendation

6

- Staff recommends City Council award proposal #19-14 Temporary Agency to Infojini and authorize the City Manager or designee to execute the contract and any and all change orders as permitted by state and local law.