



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: May 28, 2019

DATE: Friday, May 24, 2019

TO: Board of County Commissioners

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THROUGH: Cathy Hill, Washoe County Comptroller, Comptroller's Department
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SUBJECT: Recommendation to authorize the Purchasing and Contracts Manager to issue multi-year purchase orders for temporary employment services with Acro Service Corporation, Manpower, Marathon Staffing Group, and Talent Framework, LLC, on a requirements basis, to cover the specified services for a period of approximately, effective July 1, 2019 to March 31, 2021 and to join onto UNLV's contract, number 7885, with My Next Career Path through February 22, 2020. [Estimated annual cost for services will be in excess of \$150,000.] (All Commission Districts)

SUMMARY

Washoe County will be joining onto the State of Nevada's contracts with selected temporary employment agencies that successfully responded to their request for proposal number 3296. The selected agencies are Acro Service Corporation, Manpower, Marathon Staffing Group, and Talent Framework, LLC. The current contracts for Temporary Services will expire on June 30, 2019. Typical temporary services provided to the County include general office, receptionist, and data entry duties. Other services could be provided if the need arises. All Washoe County departments may utilize these services as needed. Washoe County will also be joining onto UNLV's contract, 7885, for temporary employment services with My Next Career Path Staffing, LLC.

Washoe County Strategic Objective supported by this item: Valued, Engaged Employee Workforce

PREVIOUS ACTION

The Board of County Commissioners previously approved the award of invitation to bid #2969-16 for temporary employment services to 22nd Century Technologies, Amtec,

AGENDA ITEM # _____

Applied Staffing, Nova Management Inc., Spherion Staffing, LLC at the May 24, 2016 meeting, agenda item 5C. This approval will expire on June 30, 2019.

On March 12, 2013 the Board approved Human Resources and Purchasing to develop and administer a RFP for temporary clerical employment services for Washoe County.

On March 23, 2010 the Board awarded invitation to bid #2714-10 for temporary employment services to Adecco, Applied Staffing, AccuStaff, Career Choices, Hire Dynamics and Manpower Effective April 1, 2010 through June 30, 2012 with one 12 month renewal at the discretion of the County, and authorized the Purchasing and Contracts Manager to issue purchase orders on a requirements basis.

BACKGROUND

Washoe County has followed a formal bidding process for contracts for temporary employment services, in compliance with NRS 332.039 to provide temporary clerical and other services to County departments. Typical temporary services provided to the County include general office, receptionist, and data entry duties; however other temporary services could be provided if the need arises.

In lieu of initiating a formal bid process, Washoe County has chosen to joinder onto agreements that are in place with the State of Nevada.

The temporary employment service agencies can respond within one business day to a department's request. The screening and testing of an applicant's skills and abilities is done by the agency, and the agencies are responsible for the employee associated costs for worker's compensation, unemployment and payroll.

Utilizing temporary employment services has proven to be an efficient and effective method of providing some services. Temporary employment agencies have been used in the past to supplement the Registrar of Voters with election workers, and it has been confirmed that temporary employees will be needed for the Primary and General election.

Washoe County will also be joining onto UNLV's contract, 7885, for temporary employment services with My Next Career Path Staffing, LLC for the period ending February 22, 2020.

FISCAL IMPACT

Funds for these expenditures are anticipated to be requested and approved in the various department budgets, expenditure account 710110. Funds are anticipated to be requested and approved for all future fiscal years applicable to purchase order renewals.

RECOMMENDATION

It is recommended that the Board authorize the Purchasing and Contracts Manager to issue multi-year purchase orders for temporary employment services with Acro Service Corporation, Manpower, Marathon Staffing Group, and Talent Framework, LLC, on a requirements basis, to cover the specified services for a period of approximately two

years, effective July 1, 2019 to March 31, 2021, and to join onto UNLV's contract, number 7885, with My Next Career Path through February 22, 2020.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be to "authorize the Purchasing and Contracts Manager to issue multi-year purchase orders for temporary employment services with Acro Service Corporation, Manpower, Marathon Staffing Group, and Talent Framework, LLC, on a requirements basis, to cover the specified services for a period of approximately two years, effective July 1, 2019 to March 31, 2021 and to join onto UNLV's contract, number 7885, with My Next Career Path through February 22, 2020.