

## Management Committee

Meeting date: July 12, 2017

For the Metropolitan Council meeting of July 26, 2017

**Subject:** Amend current contract with Masterson Personnel for temporary staffing services

**District(s), Member(s):** All

**Policy/Legal Reference:**

**Staff Prepared/Presented:** Todd Rowley, Assistant Director – Human Resources (651-602-1448) and Marcy Syman, Director - Human Resources (651-602-1417)

**Division/Department:** Regional Administration/Human Resources

### Proposed Action

That the Metropolitan Council authorize the Regional Administrator to amend the current Masterson Personnel contract for temporary staffing services by:

- Extending the length of the contract by an additional two years (expiring December 2019). The contract provisions and rates are to remain the same.
- Increase the dollar amount by \$675,000 (\$337,500 per year).

### Background

At the request of the Management Committee in 2014, a RFP process was started to select a vendor for temporary staffing services that would provide competitive pay and increased assignments for EEO need candidates. The Council entered into a three-year contract with the selected vendor, Masterson Personnel, in 2015 for a total contract amount of \$1,200,000.

### Rationale

It is common to enter into a contract with a vendor for three years with the option of extending an additional year or two. This vendor continues to provide the Council with qualified individuals for temporary assignments while offering workers competitive wages.

The majority of assignments are to work on special projects (39.7%), to fill in for an absent employee (33.3%), or bridge the gap during a vacancy (16.7%).

Most assignments are for administrative support (41%) and on-site transit data collection (26.9%).

### Thrive Lens Analysis

Authorizing the contract amendment supports the Thrive principles of Prosperity and Equity due to the vendors commitment to offering temporary staffing assignments that includes competitive wages (prosperity) and an increased opportunity for regional residents of various races and ethnicities (equity). Sixty-seven percent of all assignments met the EEO need – female, minority, and/or disabled.

### Funding

Individual departments budget for their temporary staffing needs.

### Known Support / Opposition

No known opposition. Departments rely on temporary staffing services from time to time to meet critical business needs, cover absences, and supplement the regular workforce for special projects.