

Management Committee

Meeting date: April 22, 2020

For the Metropolitan Council meeting of May 13, 2020

Subject: Temporary Staffing Services

District(s), Member(s): All

Policy/Legal Reference: Council Policy 3-3 Expenditures – Procurement of Goods and Services over \$500,000.

Staff Prepared/Presented: Todd Rowley, Director, Talent Management, 651-602-1448

Division/Department: Regional Administration, Human Resources

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute three contracts to provide the Council with qualified, diverse candidates for temporary staffing assignments on an as needed basis in an aggregate amount not to exceed \$2,000,000 for a five-year period.

Background

Administrative and laboratory related temporary services are used to meet critical need, cover absences, and to supplement the regular workforce for special projects. A Request for Proposals (RFP) was advertised and posted on QuestCDN and Council websites. The Office of Equal Opportunity (OEO) did not set a Metropolitan Council Underutilized Business (MCUB) goal. OEO identified over forty targeted MCUB service providers that received an email alert of the advertisement for this contracting opportunity. A pre-proposal meeting was hosted by the Council and there were fifteen registered plan holders and eight of those plan holders were targeted businesses. Four of the ten proposals received and evaluated were from those targeted service providers.

Rationale

The RFP requested that vendors demonstrate the ability to provide temporary staffing candidates that meet Council Affirmative Action need and the ability to pay temporary employees competitive and equitable hourly rates as compared to the Twin Cities regional market and Council average rates for similar job classifications. The following criteria were used to evaluate the proposals: proposal quality, proposer's qualifications, experience, and price.

The evaluation panel not only looked at pricing, (employee pay rates and employer bill rates), but also experience of each organizations ability to maintain a diverse, qualified candidate pool that meets the Council's needs for administrative and laboratory temporary staffing. The evaluation panel determined that the three selected vendors can provide diverse, qualified candidate pools in the specific and multiple areas the Council temporary staffing needs. The panel recommends the following three firms: Masterson Staffing Solutions, Kelly Services, Inc. and Infojini, Inc.

Thrive Lens Analysis

These contracts support the Thrive principles of Prosperity and Equity with a commitment to providing competitive wages (prosperity) and assist the Council in addressing affirmative action hiring goals (equity).

Funding

Individual departments budget for their temporary staffing needs.

Known Support / Opposition

There is no known opposition. Departments rely on temporary services to meet critical needs, cover absences, or to supplement the regular workforce for special projects.