

Committee Report

Management Committee



Committee Meeting Date: April 12, 2023

For the Metropolitan Council: April 26, 2023

Business Item: 2023-90

Temporary Staffing Services – Amendment to Master Contract 19P173A

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to execute an amendment to Contract 19P173A with Masterson Staffing Solutions to provide the Council with qualified, diverse candidates for temporary staffing assignments that increases the total value by \$1,500,000, for a revised not to exceed aggregate amount of \$4,720,000.

Summary of Management Committee Discussion/Questions

Staff presented the business item and committee members asked the questions if we see a future need to use a staffing agency. Staff answered the question by letting Council members know that temporary agency staff are used for four reasons:

- employee extended absences
- vacancies
- peak workloads
- and special projects

Staff also shared that application flow for open positions has been recently increasing the past two months.

Motion by Lilligren, seconded by Lee. Motion carried.

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Temporary Staffing Services – Amendment to Master Contract 19P173A

District(s), Member(s): All

Policy/Legal Reference: FM 14-2 – Expenditures for the Expenditure of Goods, Services and Real Estate Policy

Staff Prepared/Presented: Todd Rowley, Director, Talent Management, 651-602-1448
Joyce Masar, Sr. HR Manager Talent Management, 612-349-7717

Division/Department: Regional Administration / Human Resources

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Background

In 2019, a Request for Proposals was advertised for temporary staffing services. The Council awarded contracts to two vendors for temporary staffing services: Masterson Staffing Services and Infojini, Inc.

Over the past few years, the Council has experienced an increase in position vacancies due to retirements and resignations. The low unemployment rate of 2.9% in Minnesota as of January 2023, and hiring trends have hampered the ability to fill vacancies. The tight labor market also continues to provide great opportunities for job seekers but provides challenges to the Council to fill vacant positions. Candidates have multiple job offers and are delaying their response to accept or reject a job offer.

Since the commencement of this contract in 2020, the Council has used temporary services for employee extended absences, vacancies, peak workloads, and special projects. Temporary employees help to fill the need while Human Resources and the hiring departments work to fill the open position.

A total of \$1,727,756.80 has been spent. Below is how much each division has spent.

Regional Administration	\$949,335.72	80 agency temps
Metro Transit	\$770,462.36	114 agency temps
Environmental Services	\$7,958.72	1 agency temp

This amendment is intended to cover the costs for as needed service requests through the original awarded contract term of May 31, 2025.

Rationale

The amendment of a professional services contract exceeding 10% of the original authorized value requires Council approval.

Thrive Lens Analysis

The temporary staffing contracts support the Thrive outcomes of Prosperity and Equity with a commitment to providing competitive wages and assisting the Council in addressing affirmative action hiring goals.

Funding

Individual departments budget for their temporary staffing needs.

Small Business Inclusion

The Office of Equity and Equal Opportunity (OEEO) thoroughly reviewed the original procurement for Disadvantaged Business Enterprise (DBE) subcontracting opportunities in accordance with federal and state laws and regulations as well as contract specifications. Upon conclusion of OEEO's research and analysis, no DBE goal was set.

While there were no subcontracting opportunities, OEEO did attach a list of DBE staffing firms for direct solicitation. One of the selected vendors, Infojini, Inc., is a DBE firm.

