



Date: June 25, 2015

To: Thomas J. Bonfield, City Manager

Through: Wanda Page, Deputy City Manager

From: Regina Youngblood, Human Resources Director
James O'Donnell, Human Resources Manager

Subject: Temporary Staffing

Executive Summary

The Department of Human Resources requested proposals from qualified staffing agencies to provide the City of Durham with professional staffing services. Qualified firms will serve as business partners in providing temporary staffing services in areas such as labor, light industrial, clerical/administrative, financial/accounting, professional, and technical. These agencies will be available for all departments to contact.

Recommendation

To approve the temporary staffing agencies/companies listed (see attached – 2015-2018 Temporary Staffing Firm Pool). The companies meet all the requirements to be included on the 2015-2018 temporary staffing list, and would best serve any temporary staffing needs.

Background

On April 1, 2015 the City of Durham issued and advertised a Request for Proposals (RFP) for Temporary Staffing. Submissions were due by 5:00 PM on May 1, 2015. In addition to issuing and advertising the RFP, the RFP was sent to vendors to include all existing vendors in current pool and to those that had inquired into providing services to the City.

Upon submission, the ten proposals received were sent to EO/EA for compliance approval. EO/EA reviewed the proposals submitted for the On-Call Professional Services RFP and all the proposals were deemed responsive to the Equal Business Opportunity Program requirements for this RFP.

Issues and Analysis

The City of Durham utilizes companies that have a local/regional office, that have competitive pricing, that can support the staffing needs in several different department, and that can provide candidates that have a range of skills.

Each company was evaluated on:

- Price (including if they had volume discounts, competitive candidate conversion rates, and pay rolling fees)
- Skills their candidates could provide (in labor, light industrial, administration, professional, finance, technical)
- Location of company or if they have a local or regional presence
- Experience level
- References
- Ability to meet the City's insurance requirements
- Ability to comply with new ACA requirements and City requirements

These temporary staffing agencies will be the approved providers of temporary staffing services for the City of Durham and as such will be authorized to contract with City departments for a period of three (3) years from the date of award.

Alternatives

This list helps centralize the process and creates economies of scale. An alternative to a centralized list would be to engage temporary staffing companies on an ad hoc basis.

Financial Impact

The temporary staffing firms that contract with City departments will be the financial responsibility of the department.

SDBE Summary

It is a mission of the City to increase minority participation in the vendorship of the City's professional development programs. Human Resources and EO/EA Department staff work closely with current vendors to help increase minority participation and the appreciation of diversity.

The Department of Equal Opportunity/Equity Assurance has confirmed that all proposals submitted for the On Call Professional Services Consultant RFP are in compliance with the Equal Business Opportunity Program requirement.

The Equal Opportunity/Equity Assurance Department reviewed the proposals submitted by 22nd Century Technologies, Inc., Somerset, NJ; Accounting Principals, Raleigh, NC; Apple One Employment Services, Raleigh, NC; AVANT Group, LLC, Durham, NC; Career Match Solutions, Riverview, FL; Davis Technical Staffing and Consulting, LLC, Morrisville, NC; Frankel Staffing Partners, Raleigh, NC; Labor Works Source, Durham, NC; LanceSoft, Inc., Herndon, VA; Procom Services, Raleigh, NC; and Staffing Strategies, Inc., dba Express Employment Professionals, Durham, NC; and have determined that they are in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

SDBE REQUIREMENTS

No MSDBE or WSDBE goals were set.

Davis Technical Staffing and Consulting, LLC is a certified MSDBE firm.

22nd Century Technologies is a SBA 8(a) certified firm.

WORKFORCE STATISTICS

Workforce statistics for 22nd Century Technologies, Inc. are as follows:

| | | |
|-----------------|-----|--------|
| Total Workforce | 450 | |
| Total Females | 135 | (30%) |
| Total Males | 315 | (70%) |
| Black Males | 61 | (14%) |
| White Males | 90 | (20%) |
| Other Males | 164 | (36%) |
| Black Females | 43 | (9.5%) |
| White Females | 44 | (9.5%) |
| Other Females | 48 | (11%) |

Workforce statistics for Accounting Principals are as follows:

| | | |
|-----------------|----|-------|
| Total Workforce | 17 | |
| Total Females | 7 | (41%) |
| Total Males | 10 | (59%) |
| Black Males | 1 | (6%) |
| White Males | 6 | (35%) |
| Other Males | 0 | (0%) |
| Black Females | 1 | (6%) |
| White Females | 9 | (53%) |
| Other Females | 0 | (0%) |

Workforce statistics for AppleOne Employment Services are as follows:

| | | |
|-----------------|---|---------|
| Total Workforce | 7 | |
| Total Females | 4 | (57%) |
| Total Males | 3 | (43%) |
| Black Males | 1 | (14.2%) |
| White Males | 1 | (14.2%) |
| Other Males | 1 | (14.2%) |
| Black Females | 1 | (14.2%) |
| White Females | 2 | (29%) |
| Other Females | 1 | (14.2%) |

Workforce statistics for AVANT Group, LLC are as follows:

| | | |
|-----------------|---|-------|
| Total Workforce | 4 | |
| Total Females | 3 | (75%) |
| Total Males | 1 | (25%) |
| Black Males | 0 | (0%) |
| White Males | 1 | (25%) |
| Other Males | 0 | (0%) |
| Black Females | 1 | (25%) |
| White Females | 2 | (50%) |
| Other Females | 0 | (0%) |

Workforce statistics for Career Match Solutions are as follows:

| | | |
|-----------------|----|-------|
| Total Workforce | 78 | |
| Total Females | 37 | (47%) |
| Total Males | 41 | (53%) |
| Black Males | 14 | (18%) |
| White Males | 20 | (26%) |
| Other Males | 3 | (4%) |
| Black Females | 17 | (22%) |
| White Females | 23 | (29%) |
| Other Females | 1 | (1%) |

Workforce statistics for Davis Technical Staffing & Consulting, LLC are as follows:

| | | |
|-----------------|---|-------|
| Total Workforce | 5 | |
| Total Females | 4 | (80%) |
| Total Males | 1 | (20%) |
| Black Males | 1 | (20%) |
| White Males | 0 | (0%) |
| Other Males | 0 | (0%) |
| Black Females | 4 | (80%) |
| White Females | 0 | (0%) |
| Other Females | 0 | (0%) |

Workforce statistics for Frankel Staffing Partners are as follows:

| | | |
|-----------------|----|-------|
| Total Workforce | 15 | |
| Total Females | 12 | (80%) |
| Total Males | 3 | (20%) |
| Black Males | 0 | (0%) |
| White Males | 3 | (20%) |
| Other Males | 0 | (0%) |
| Black Females | 1 | (7%) |
| White Females | 11 | (73%) |
| Other Females | 0 | (0%) |

Workforce statistics for Labor Works Source are as follows:

| | |
|-----------------|---------|
| Total Workforce | 5 |
| Total Females | 3 (60%) |
| Total Males | 2 (40%) |
| Black Males | 1 (20%) |
| White Males | 1 (20%) |
| Other Males | 0 (0%) |
| Black Females | 2 (40%) |
| White Females | 1 (20%) |
| Other Females | 0 (0%) |

Workforce statistics for LanceSoft, Inc. are as follows:

| | |
|-----------------|-----------|
| Total Workforce | 481 |
| Total Females | 218 (45%) |
| Total Males | 263 (55%) |
| Black Males | 51 (11%) |
| White Males | 123 (25%) |
| Other Males | 89 (18%) |
| Black Females | 85 (18%) |
| White Females | 76 (16%) |
| Other Females | 57 (12%) |

Workforce statistics for Procom are as follows:

| | |
|-----------------|---------|
| Total Workforce | 13 |
| Total Females | 5 (38%) |
| Total Males | 8 (62%) |
| Black Males | 0 (0%) |
| White Males | 7 (54%) |
| Other Males | 1 (8%) |
| Black Females | 1 (8%) |
| White Females | 4 (30%) |
| Other Females | 0 (0%) |

Workforce statistics for Staffing Strategies, Inc.
dba Express Employment Professionals are as follows:

| | |
|-----------------|---------|
| Total Workforce | 7 |
| Total Females | 4 (57%) |
| Total Males | 3 (43%) |
| Black Males | 0 (0%) |
| White Males | 3 (43%) |
| Other Males | 0 (0%) |
| Black Females | 1 (14%) |
| White Females | 3 (43%) |
| Other Females | 0 (0%) |

Attachments

2015-2018 Temporary Staffing Firm Pool