

City of Fort Worth, Texas

# Mayor and Council Communication

DATE: 08/23/22 M&C FILE NUMBER: M&C 22-0608

LOG NAME: 13P AMEND ROBERT HALF TEMPORARY STAFFING TD CITY

SUBJECT

(ALL) Authorize an Increase to the Cooperative Agreement with Robert Half International, Inc. using Houston-Galveston Area Council Cooperative Contract TS06-21 for Temporary Staffing in the Annual Amount of \$500,000.00 for a Total Annual Amount Up to \$600,000.00 for Each Year of the Term and Authorize One One-Year Renewal Option in an Annual Amount Up to \$600,000.00 for All City Departments

RECOMMENDATION:

It is recommended that City Council authorize an increase to the Cooperative Agreement with Robert Half International, Inc using Houston-Galveston Area Council Cooperative Contract TS06-21 for temporary staffing in the annual amount of \$500,000.00 for a total annual amount up to \$600,000.00 for each year of the term and authorize one one-year renewal option in an annual amount up to \$600,000.00 for all City Departments.

DISCUSSION:

The City is currently utilizing Houston-Galveston Area Council (HGAC) Cooperative Purchase Agreement TS06-21, City Secretary Contract 56223-R1, with Robert Half International Inc. for temporary staffing services for a total amount up to \$100,000.00. The length of assignment varies from a few weeks to several months. The requested increase for a total annual amount up to \$600,000.00 will provide the necessary spend authority to support various ongoing projects for the Financial Management Services Department, Police Department, and Fire Department. In addition, Robert Half International, Inc is used by a variety of other City Departments when an unexpected need arises for temporary Financial and Information Systems staffing resources.

The maximum amount allowed under this agreement citywide will be \$600,000.00, however the actual amount used will be based on the need of the department and available budget.

State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies State laws requiring that the local government seek competitive bids for purchase of the items. HGAC Cooperative Contract TS06-21 was competitively bid to increase and simplify the purchasing power of local government entities across the State of Texas.

An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

This Agreement will commence upon City Council approval and end on May 31, 2023 to coincide with HGAC Cooperative contract dates.

This Agreement may be renewed for one additional one-year period in accordance with the terms of the HGAC Cooperative contract. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

A M/WBE goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

This project will serve ALL COUNCIL DISTRICTS.

A Form 1295 is not required because: This contract will be with a publicly-traded business entity or a wholly-owned subsidiary of a publicly-traded business entity: Robert Half International Inc

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies funds are available in the current operating and capital budgets, as previously appropriated, in the participating departments' operating and capital project funds to support approval of the above recommendation and award of the contracts. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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Expedited