

**CITY OF TEMPE
REQUEST FOR COUNCIL ACTION**

**Council Meeting Date: 12/08/2016
Agenda Item: 5B17**

ACTION: Award a one-year contract with four, one-year renewal options to Staffing Specialists for temporary staffing services of drivers holding a commercial driver’s license certification to supplement City staff in the operation of refuse vehicles.

FISCAL IMPACT: Total cost of this one-year contract will not exceed \$215,000. Sufficient funds have been appropriated in the Solid Waste Fund – cost center 3713 (Residential) – for the anticipated expenditures.

BACKGROUND INFORMATION: (RFP17-072) The City of Tempe issued a Request for Proposal (RFP) to establish a contract for temporary staffing services of drivers holding a commercial driver’s license (CDL) certification to supplement City staff in the operation of refuse vehicles.

Public Works’ business strategy is to utilize internal staff for regular demand and supplement with contracted labor for peak workloads or special events in order to ensure that expectations of service delivery are met.

Utilization of this contract is allowing Solid Waste staff to maintain position vacancies while finalizing assessment of its operations.

Review of Submittals

Two submittals were received and reviewed by City Staff.

Firm	Score	Average Cost per hour
Staffing Specialists	160.00	\$ 21.14
Creative Human Resources Concepts, LLC	138.26	\$ 36.36

The City requested hourly rates for three classifications of CDL qualified drivers:

- 0 to 6 months experience in refuse service
- 7 to 12 months experience in refuse service
- 13 months or more experience in refuse service

Recommendation

It is the recommendation of the committee that a contract be awarded to Staffing Specialists who has submitted the lowest cost for the services requested.

ATTACHMENTS: 17-072 Vendor Offer Page

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Department Director: Renie Broderick, Internal Services Director
Legal review by: David Park, Assistant City Attorney
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