



CORAL SPRINGS

EVERYTHING UNDER THE SUN

September 6, 2019

Mr. Andrew Titley, Managing Director
Albion Staffing
10176 W Sample Rd
Coral Springs, FL 33065

RE: CONTRACT #13-D-146
CONTRACT TITLE: TEMPORARY EMPLOYMENT SERVICES

Dear Mr. Titley:

The City of Coral Springs would like to exercise the option to extend the above referenced contract. The extension shall be exercised upon written agreement and City Commission approval with all original terms, conditions, and unit prices adhered to with no deviations.

The extension period shall be from 10/15/19 through 4/14/20. The City reserves the right to terminate for convenience at any time during the six-month extension.

Please acknowledge receipt of this letter no later than 9/9/19 and email the signed acknowledgement to Luis Gorgoy at lgorgoy@coralsprings.org.

If you have any questions, please contact me at 954-344-1104.

Sincerely,


Gail Dixon, CPPB
Senior Purchasing Agent

City of Coral Springs


Scott Brook, Mayor

Albion Staffing


Andrew Titley, Managing Director

9.18.2019
Date

9/6/19
Date

CITY OF CORAL SPRINGS, FLORIDA • FINANCIAL SERVICES • PURCHASING DIVISION
APPROVED AS TO FORM 9500 W. Sample Road • Coral Springs, FL 33065 • CoralSprings.org
Phone 954-344-1100 • Fax 954-344-1186


Deputy City Attorney

CORAL SPRINGS

EVERYTHING UNDER THE SUN

September 6, 2019

Ms. Garrie Harris, President
Alpha 1 Staffing
3350 SW 148 Ave, Ste 110
Miramar, FL 33027

RE: CONTRACT #13-D-140
CONTRACT TITLE: TEMPORARY EMPLOYMENT SERVICES

Dear Ms. Harris:

The City of Coral Springs would like to exercise the option to extend the above referenced contract. The extension shall be exercised upon written agreement and City Commission approval with all original terms, conditions, and unit prices adhered to with no deviations.

The extension period shall be from 10/15/19 through 4/14/20. The City reserves the right to terminate for convenience at any time during the six-month extension.

Please acknowledge receipt of this letter no later than 9/9/19 and email the signed acknowledgement to Lluís Gorgoy @ lgorgoy@coralsprings.org.

If you have any questions, please contact me at 954-344-1104.

Sincerely,



Gail Dixon, CPPB
Senior Purchasing Agent

City of Coral Springs

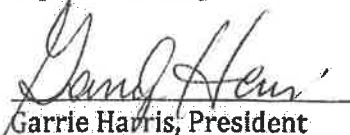


Scott Brook, Mayor

9-18-2019

Date


Alpha 1 Staffing



Garrie Harris, President

September 9, 2019

Date

APPROVED AS TO FORM

Deputy City Attorney



September 6, 2019

Mr. Larry Kosta,
Pacesetter Personnel
129 Lismore St
Hutto, TX 77252

RE: CONTRACT #13-D-140
CONTRACT TITLE: TEMPORARY EMPLOYMENT SERVICES

Dear Mr. Kosta:

The City of Coral Springs would like to exercise the option to extend the above referenced contract. The extension shall be exercised upon written agreement and City Commission approval with all original terms, conditions, and unit prices adhered to with no deviations.

The extension period shall be from 10/15/19 through 4/14/20. The City reserves the right to terminate for convenience at any time during the six-month extension.

Please acknowledge receipt of this letter no later than 9/9/19 and email the signed acknowledgement to Luis Gorgoy @ lgorgoy@coralsprings.org.

If you have any questions, please contact me at 954-344-1104.

Sincerely,

Gail Dixon, CPPB
Senior Purchasing Agent

City of Coral Springs

Scott Brook, Mayor

9-18-2019

Date

Pacesetter Personnel

Larry Kosta

09/06/2019

Date

CITY OF CORAL SPRINGS, FLORIDA • FINANCIAL SERVICES • PURCHASING DIVISION
9500 W. Sample Road • Coral Springs, FL 33065 • CoralSprings.org
Phone 954-344-1100 • Fax 954-344-1186

APPROVED AS TO FORM

Deputy City Attorney

City of Coral Springs
City Commission Meeting Agenda Item
Summary Sheet

Meeting: September 18, 2019
Department: Financial Services
Initiated By: Gail Dixon
DOC ID: 6507

SUBJECT: Temporary Employment Services

PLACEMENT: Consent

REQUESTED ACTION: Request to waive the competitive procurement process consistent with
(INCLUDE CONTRACT Section 2-305.1 of the City Code and extend the contract for Bid #13-D-
START/TERM DATES) 140F for Temporary Employment Services for Blue Collar Positions to **Albion Staffing Solutions, Inc.** of Miami, FL and **Pacesetter Personnel Services, Inc.** of Houston, TX and the contract for Temporary Employment Services for White Collar Positions to **Albion Staffing Solutions, Inc.** of Miami, FL and **Alpha 1 Staffing/Search Firm, LLC** of Miramar, FL from October 15, 2019 through April 14, 2020. The City's estimated six-month expenditure is \$125,000. (REQUEST TO EXTEND)

ATTACHMENTS:

- #1 - Extension Letter Albion Staffing Solutions, Inc.
- #2 - Extension Letter Alpha 1 Staffing/Search Firm, LLC
- #3 - Extension Letter Pacesetter Personnel Services, Inc.

BACKGROUND / DESCRIPTION:

The Southeast Florida Governmental Purchasing Cooperative Group (Co-Op), began approximately 27 years ago with a small group of Broward County cities. The Co-Op has grown to 52 entities from Miami-Dade, Broward, and Palm Beach Counties.

The Co-Op combines the buying power of the members for products or services purchased to achieve the best available pricing under a term contract. The Co-Op also reduces staff time spent on bidding procedures by having a lead agency complete the bidding for all members that wish to participate in that procurement.

The City of Coral Springs is the lead agency for the Temporary Employment Services Contract, which has been utilized by Cooperative Agencies for the past six years. A new bid was issued and twenty-six responses were received. In order to allow time to fully evaluate each bid response, obtain signed agreements, and to allow time for the twenty-seven Co-Op Agencies utilizing this contract to make their awards, a six-month extension is requested.

The City utilizes Temporary Employment Services in lieu of full-time staff or part-time personnel on a regular basis. The hourly rates are low and staff time is saved processing applications and hiring personnel for temporary assignments. The contract also affords the departments the opportunity to obtain personnel with only a 24-hour notice.

Each of the three vendors have signed a letter of Agreement to the six-month extension at the same terms and conditions of the current contract. The City retains the right to terminate at any time during the six-month extension period.

Based on the above reasons, staff recommends that the City Commission waive the competitive procurement process consistent with the City's Procurement Code 2-305.1 and extend this contract for six additional months. This Agenda memorandum provides the written certification required in this section of the Procurement Code.

Copies to: K. Moskowitz, Director of Financial Services
M. Heller, Deputy City Manager
J. Hearn, City Attorney

D. Pazdra, Director of Human Resources
S. Whitacre, Deputy City Attorney