



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Human Resources
Department No.: 064
For Agenda Of: November 1, 2022
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

DocuSigned by:
Maria Elena De Guevara
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FROM: Department Maria Elena de Guevara, Human Resources Director, 805 568-2817
Director(s) 2817
Contact Info: Luis Hernandez, Fiscal & Budget Coordinator, 805 280-2611

SUBJECT: **Contracts for Temporary Employment Services**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the Agreement for Services of Independent Contractor to provide temporary employment services with Robert Half International Inc. for the period of November 1, 2022 through June 30, 2023 in an amount not to exceed \$1,000,000.00; and
- b) Approve and authorize the Chair to execute the Agreement for Services of Independent Contractor to provide temporary employment services with 22nd Century Technologies, Inc. for the period of November 1, 2022 through June 30, 2023 in an amount not to exceed \$1,000,000.00; and
- c) Approve and authorize the Chair to execute the First Amendment to Board Contract #BC22087 with Crossroads Staffing to extend the existing contract term for temporary employment services by thirty (30) days through November 30 2022; and
- d) Determine that the County's economic interests are served by each contract, pursuant to Government Code Section 31000.4, by meeting immediate administrative staffing needs that arise suddenly and cannot be met through the County's extra help hiring process; and
- e) Determine pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(4) that the above actions are a government fiscal activity which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and therefore are not a project subject to environmental review.

Summary Text:

County departments utilize temporary employment services to fill short-term, often unanticipated, or emergency staffing needs such as filling behind an employee with a sudden illness or meeting the needs of a peak workload. The County engaged in a competitive RFP process for temporary staffing services and the result was selecting Robert Half International Inc. and 22nd Century Technologies Inc., who both have extensive experience in providing these services to local county governments. By establishing contracts with both vendors, departments will have the flexibility to use whichever vendor can supply the best-qualified people, at the most competitive cost, within the timeframe needed by the department. While each contract provides a “not to exceed” amount, neither contract commits the County to any minimum level of spending. Additionally, to provide sufficient time for County departments to transition to the selected vendors, the County wishes to extend the current contract with Crossroads Staffing for a period of 30 days.

Background: The Board of Supervisors originally authorized short-term contracts in August 2022 with Robert Half International Inc. and Crossroads Staffing for temporary services. These short-term contracts were established to provide the County with sufficient time to complete a competitive RFP process that would establish longer-term contract(s) for temporary staffing services.

The County released the RFP for Temporary Staffing Services on September 9, 2022 and had twenty (20) companies submit written proposals by the response deadline of September 27, 2022. An evaluation team reviewed all submitted responses and the top 3 were invited to interviews and further evaluation. At the conclusion of this process the selected vendors are Robert Half International, Inc. and 22nd Century Technologies, Inc, as both vendors have extensive experience providing these services in the public sector, previous experience working with the county, and offer competitive pricing. Temporary services provide departments with resources to meet unanticipated staffing needs and peak workloads but do not replace long-term staff. The use of temporary employees is limited to a period of no more than 90 days by California Government Code § 31000.4.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Departments budget for temporary help at various levels depending on their anticipated needs. Establishing multiple contracts provides a competitive environment in which departments will be able to select the services that provide them with the most favorable terms. The County is under no obligation to purchase any minimum level of temporary services.

Key Contract Risks:

Risk to the County is limited. As the employers of record, 22nd Century Technologies, Inc. and Robert Half International, Inc. are required to carry General Liability, Workers’ Compensation, and Unemployment Insurance for the temporary workers. The agreements allow the County to dismiss any staff provided by the vendors for unsatisfactory performance or behavior. The County has used Robert Half successfully for several years with no significant issues. Additionally, 22nd Century has provided these services to similar counties and government agencies.

Page 3 of 3

Special Instructions: Please return one copy of each executed agreement to the Human Resources Department, attention Luis Hernandez.

Attachments:

Attachment A: Contract with 22nd Century Technologies, Inc.

Attachment B: Contract with Robert Half International, Inc.

Attachment C: First Amendment to the Agreement with Crossroads Staffing

Authored by: Luis Hernandez, Natalie Alvarado

cc: