



Legislation Text

File #: ID 16-0715, **Version:** 1

Resolution Authorizing the Award of Contract 2016-10485 to Hire Quest, LLC dba Trojan Labor for Temporary Labor Services for Loose Leaf Collections Services in the Field Operations Department

Department: Field Operations
Council District: All

Public Hearing: N/A
Advertising Date/By: N/A

Contact 1 and Phone: Dale Wyrick, Field Operations Department Director, 373-2783
Contact 2 and Phone: Chris Marriott, Field Operations Department Deputy Director, 373-7612

PURPOSE:

The Field Operations Department requests City Council approval for the resolution authorizing the award of Contract 2016-10485 to Hire Quest, LLC dba Trojan Labor for Temporary Labor Services for Loose Leaf Collections in the Field Operations Department. In accordance with current City policy, contracts exceeding \$100,000 in value require City Council approval.

BACKGROUND:

The Field Operations Department and Parks & Recreation Department contract with temporary labor staffing firms to ensure that they deliver services in an efficient and effective manner. The Field Operations Department services that utilize temporary labor and require City Council approval include loose leaf collection, mowing, landscaping, litter collection, landfill operations and solid waste collections.

Following the prior vendor's cancellation of multiple temporary labor contracts, the Field Operations Department requested that the Centralized Contracting Division conduct an on-line competitive Request for Bids (RFB) for various Temporary Labor Services through the Greensboro Electronic Procurement System (GePS) in Event #8242. The M/WBE Office provided a list of M/WBE firms from the Greensboro 10-county to invite to participate in the solicitation opportunity through an outreach email.

In accordance with the M/WBE Program Plan, the various services needed were de-bundled to provide an opportunity for multiple vendors to bid on various contracts for these Temporary Labor Services. A total of 633 contacts were notified of the solicitation through the GePS system and 57 firms identified by the M/WBE Office received an outreach email inviting them to participate in the online bidding opportunity. A M/WBE memo is attached.

Based on the lowest responsive, responsible bidder standard of award, the Field Operations Department and Centralized Contracting Division concur in this recommendation to award this contract for temporary labor services for Loose Leaf Collections to Hire Quest, LLC dba Trojan Labor.

The contracted services and amounts are listed as follows:

<u>Service Description</u>	<u>Contract Number</u>	<u>Estimated Annual Amount</u>	<u>Estimated 3-year Amount</u>	<u>Estimated 5-Year Amount</u>
Loose Leaf Collections	2016-10485	\$175,000	\$525,000	\$875,000

BUDGET IMPACT:

The initial contract term is for three years, with two potential one-year renewals. The total potential five-year amount is estimated at approximately \$875,000. Funding for this agreement is available in the current fiscal-year budget in account number 505-4304-01.5414. Funding in subsequent years is contingent upon future City Council appropriations through the annual budget.

RECOMMENDATION / ACTION REQUESTED:

Staff requests City Council approval of the resolution authorizing the award of Contract 2016-10485 to Hire Quest, LLC dba Trojan Labor for Temporary Labor Services for Loose Leaf Collections Services in the Field Operations Department.