

May 9, 2023

R-18

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 33651 with Howroyd Wright Employment, Inc., dba AppleOne Employment Services, of Long Beach, CA, for temporary staffing services, to increase the contract amount by \$1,759,500, for a new contract amount not to exceed \$23,936,500, and extend the term of the contract to December 31, 2023. (Citywide)

DISCUSSION

City Council approval is requested to amend Contract No. 33651 with Howroyd Wright Employment, Inc., dba AppleOne Employment Services (AppleOne), to continue temporary staffing services, to increase the contract amount by \$1,759,500, and extend the term of the contract to December 31, 2023.

On December 16, 2014, the City Council awarded a contract to AppleOne for providing temporary staffing services, in an annual contract amount not to exceed \$2,750,000, for a period of two years, with the option to renew for three additional one-year periods. On December 19, 2017, the City Council approved a contract increase for a revised total annual contract amount not to exceed \$3,519,000. On January 19, 2021, the City Council extended the contract for an additional one-year period. On January 18, 2022, City Council approved a contract increase by \$1,759,500, for a revised total contract amount not to exceed \$20,417,500 and extended the contract for an additional six months to July 1, 2022, while a formal Request for Proposals (RFP) was conducted. On July 12, 2022, City Council approved a contract extension while the proposals were reviewed and selected. The extension also increased the contract's authority not to exceed \$22,177,000. As of March of 2023, the selection process has been completed and this extension would allow for the processing of proposals received, execution of the new contract, and for the engagement various labor groups for possible meet and confer meetings. The requested extension is to December 31, 2023.

The proposed amendment will ensure continuity of services without disruptions. The City of Long Beach (City) released RFP HR22-046 for these services on April 19, 2022. Over 20 proposals were received. The extension of the current contract will provide City staff with additional time to review the numerous proposals and ensure the review and selection process generates a cost-effective contract for the City.

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This matter was reviewed by Assistant City Attorney Gary Anderson on March 29, 2023, Purchasing Agent Michelle Wilson on April 13, 2023, and Budget Management Officer Nader Kaamoush on April 22, 2023.

TIMING CONSIDERATIONS

City Council action to amend Contract No. 33651 is requested on May 9, 2023, to ensure the continuity of services.

FISCAL IMPACT

The requested amendment will increase the contract authority by \$1,759,500, for a revised total contract amount of \$23,936,500, and extend the term to December 31, 2023. Each temporary staffing position filled under this agreement will be funded by the requesting department in various funds, as the need arises. Each department is responsible for payment of services rendered and managing the expenditures within their budgets. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. Approval of this recommendation will provide continued support to our local economy by assisting with the preservation of temporary employment assignments for AppleOne employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOE AMBROSINI
HUMAN RESOURCES DIRECTOR

APPROVED:



THOMAS B. MODICA
CITY MANAGER