



## Legislation Text

---

**File #:** 23-1185, **Version:** 1

---

**STRATEGIC PRIORITY:** Government Performance & Financial Management  
**AGENDA DATE:** May 10, 2023  
**COUNCIL DISTRICT(S):** N/A  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Jack Ireland

---

### **SUBJECT**

Authorize a five-year service price agreement for human resources digital temporary workforce staffing system for Citywide use - Smith Temporaries, Inc. dba Cornerstone Staffing, most advantageous proposer of four - Estimated amount of \$40,617,200.53 - Financing: General Fund (\$14,484,828.82), Grant, Trust and Other Funds (\$13,323,684.35), Enterprise Funds (\$10,527,032.13), and Internal Service and Other Funds (\$2,281,655.23) (subject to annual appropriations)

### **BACKGROUND**

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This service price agreement will provide for human resources digital temporary workforce staffing system for Citywide use accessible to the City through the proposer's digital/online portal that will enable the City to digitally manage temporary staffing, placement, departmental billing, and organizational invoicing needs. Temporary labor contracts allow the City to mitigate employee turnover, retirement, longer than anticipated time frame for hiring new employees and unplanned or urgent projects. The new specifications identified several additional job classifications not previously available on the prior contract. Temporary employees may be hired by the City any time after twelve consecutive weeks of work as a temporary without any additional fees or charges.

Examples of job classifications provided by this contract include:

- (1) Clerical/Administration
- (2) Business/Professional/Accounting,
- (3) Public Safety/Administration and Compliance,
- (4) Aviation/Mechanical/Transportation/Engineering and
- (5) Other positions for the City of Dallas.

This service contract will be utilized by departments throughout the City to assist with various temporary staffing and support needs.

A six-member committee from the following departments reviewed and evaluated the qualifications:

- City Controller's Office (1)
- Department of Human Resources (2)
- Park & Recreation Department (1)
- Business Inclusion & Development Plan (1)
- Office of Procurement Services (1)\*

\*The Office of Procurement Services evaluated cost and local preference, if applicable.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Approach 30 points
- Cost 30 points
- Experience 20 points
- Business Inclusion & Development Plan 15 points
- Local Preference 5 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The calculated living wage during the solicitation process of this contract is \$17.82; the selected vendor meets this requirement.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On January 11, 2017, the City Council authorized a three-year service contract for citywide temporary clerical and professional services with Smith Temporaries, Inc. dba Cornerstone Staffing by Resolution No. 17-0070.

On April 13, 2022, the City Council authorized Supplemental Agreement No. 2 to increase the service contract with Smith Temporaries, Inc. dba Cornerstone Staffing for citywide temporary clerical and professional services by Resolution No. 22-0577.

**FISCAL INFORMATION**

Fund	FY 2023	FY 2024	Future Years
General Fund	\$3,041,814.05	\$3,193,904.75	\$ 8,249,110.01
Grant, Trust, and Other Funds	\$2,797,973.71	\$2,937,872.40	\$ 7,587,838.24
Enterprise Funds	\$2,210,676.75	\$2,321,210.58	\$ 5,995,144.80
Internal Service and Other Funds	\$ 479,147.60	\$ 503,104.98	\$ 1,299,402.65
Total	\$8,529,612.11	\$8,956,092.72	\$23,131,495.70

**M/WBE INFORMATION**

In accordance with the City's Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal
\$40,617,200.53	Other Services	N/A
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
32.00%	32.00%	\$12,997,504.17
<ul style="list-style-type: none"> <li>The Business inclusion and Development Policy does not apply to Other Service contracts, however the prime contractor is subcontracting with certified MBE's.</li> <li>Smith Temporaries, Inc. dba CornerStone Staffing - Local; Workforce - 15.79% Local</li> </ul>		

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> <li>Utilized for high technology procurements, insurance procurements, and other goods and services</li> <li>Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications</li> <li>Always involves a team evaluation</li> <li>Allows for negotiation on contract terms, including price</li> </ul>
---	---

The Office of Procurement Services received the following proposals from solicitation number BKZ22-00014859. We opened them on November 18, 2022. We recommend the City Council award this service price agreement to the most advantageous proposer.

\*Denotes successful proposer

**Proposers****Address****Score**

\*Smith Temporaries, Inc.  
dba CornerStone Staffing

1845 Woodall Rodgers Fwy.  
Suite #1000  
Dallas, TX 75201

Multiple groups

22nd Century Technologies, Inc.	8251 Greensboro Dr. Suite 900 McLean, VA 22102	Multiple groups
------------------------------------	--	-----------------

Hire Thinking, Inc. dba Advantage xPO	201 East 4th St. Suite 800 Cincinnati, OH 45202	Multiple groups
--	---	-----------------

Arrow Strategies, LLC	27777 Franklin Rd. Suite 1200 Southfield, MI 48034	Multiple groups
-----------------------	--	-----------------

**OWNER**

**Smith Temporaries Inc. dba CornerStone Staffing**

Jody Smith, President