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MAY 23 2008  
COUNTY EXECUTIVE OFFICE

**MEMORANDUM**  
**COUNTY OF PLACER**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: June 10, 2008

SUBJECT: Approve the Award of Competitive Bid No. 9801 to Adecco for Temporary Help Services in the Maximum Aggregate Amount of \$1,200,000.00

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**ACTION REQUESTED**

Approve the award of competitive Bid No. 9801 to Adecco of Grass Valley for Countywide temporary help services, and authorize the Purchasing Manager to sign all necessary documents in the maximum aggregate amount of \$1,200,000.00.

**BACKGROUND**

All County departments require temporary help services from time to time when a position is vacant or to complete a specific, short term project such as a special election. Invitation for Bids (IFB) No. 9801 requested pricing and proposals for temporary help services for the period of July 1, 2008 through June 30, 2009 with possible annual renewals. Forty-five temp help agencies were notified of IFB No. 9801 which was also posted on the County website. Fifteen vendors submitted responsive bids.

An evaluation panel made up of members of the Personnel Department, HHS/Human Resources and Building/Planning conducted a "best value" evaluation in accordance with criteria published in the RFP. Though five bidders were registered for local vendor preference, it did not determine the award recommendation. The County's current provider, Adecco submitted the bid which the evaluation panel recommends as the best value for the County. Attachment A, the Evaluation Summary, shows all of the bidders and their relative scores. Adecco's pricing has not changed since 2005, and the new bid is at virtually the same price as their 2005 bid. Furthermore, Adecco has consistently provided excellent service.

Two blanket purchase orders will result from this award. The first will be a Countywide BPO in the maximum amount of \$650,000.00, to be administered by the Personnel Department for all departments and divisions except HHS. The second BPO will be for HHS in the maximum amount of \$550,000.00.

**FISCAL IMPACT**

Use of temporary help is a one-time cost that does not incur long term funding obligations like benefits and retirement. The blanket purchase orders resulting from this recommendation will be on an as needed, if needed basis. For the Countywide BPO, County departments budget for these expenses as necessary. Attachment 2 is HHS' Fiscal Impact Statement.

**ATTACHMENTS**

Attachment A: Evaluation Summary  
Attachment B: HHS Fiscal Impact Statement

cc: Personnel: Nancy Nittler and Lori Walsh  
Health and Human Services: Richard Burton and Michelle Swain-Beauchamp

May 7, 2008

## Temporary Help Services

Jim Boggan  
Purchasing Manager

VENDORS	Rater 1	Rater 2	Rater 3	AGGREGATE	
	Score	Score	Score	SCORE	RANK
<b>Blue Ribbon Personnel Services</b>	<b>90.00</b> 3	<b>88.00</b> 3	<b>95.00</b> 1	<b>273.00</b>	<b>2</b>
A. Cost to County for Services	50.00	50.00	50.00	150.00	
B. Experience and Proven Achievement	20.00	15.00	18.00	53.00	
C. Proposed Method of Performance	10.00	8.00	9.00	27.00	
D. Proposed Usage & Timesheet Billing	10.00	15.00	18.00	43.00	
<b>Clearpoint Solutions</b>	<b>78.80</b> 9	<b>59.80</b> 6	<b>82.80</b> 6	<b>221.40</b>	<b>6</b>
A. Cost to County for Services	48.80	48.80	48.80	146.40	
B. Experience and Proven Achievement	10.00	5.00	12.00	27.00	
C. Proposed Method of Performance	10.00	3.00	6.00	19.00	
D. Proposed Usage & Timesheet Billing	10.00	3.00	16.00	29.00	
<b>Spectrum Staffing</b>	<b>70.42</b> 11	<b>53.42</b> 13	<b>84.42</b> 5	<b>208.26</b>	<b>11</b>
A. Cost to County for Services	47.42	47.42	47.42	142.26	
B. Experience and Proven Achievement	15.00	2.00	14.00	31.00	
C. Proposed Method of Performance	3.00	1.00	5.00	9.00	
D. Proposed Usage & Timesheet Billing	5.00	3.00	18.00	26.00	
<b>Adecco</b>	<b>96.74</b> 1	<b>96.74</b> 1	<b>94.74</b> 2	<b>288.22</b>	<b>1</b>
A. Cost to County for Services	46.74	46.74	46.74	140.22	
B. Experience and Proven Achievement	20.00	20.00	20.00	60.00	
C. Proposed Method of Performance	10.00	10.00	9.00	29.00	
D. Proposed Usage & Timesheet Billing	20.00	20.00	19.00	59.00	
<b>Manpower</b>	<b>91.56</b> 2	<b>92.56</b> 2	<b>86.56</b> 3	<b>270.68</b>	<b>3</b>
A. Cost to County for Services	46.56	46.56	46.56	139.68	
B. Experience and Proven Achievement	15.00	18.00	16.00	49.00	
C. Proposed Method of Performance	10.00	9.00	7.00	26.00	
D. Proposed Usage & Timesheet Billing	20.00	19.00	17.00	56.00	
<b>Aerotek</b>	<b>81.45</b> 6	<b>57.45</b> 9	<b>80.45</b> 8	<b>219.35</b>	<b>8</b>
A. Cost to County for Services	46.45	46.45	46.45	139.35	
B. Experience and Proven Achievement	10.00	5.00	12.00	27.00	
C. Proposed Method of Performance	10.00	1.00	6.00	17.00	
D. Proposed Usage & Timesheet Billing	15.00	5.00	16.00	36.00	
<b>Pacific Staffing</b>	<b>78.08</b> 10	<b>59.08</b> 7	<b>78.08</b> 9	<b>215.24</b>	<b>9</b>
A. Cost to County for Services	46.08	46.08	46.08	138.24	
B. Experience and Proven Achievement	15.00	5.00	15.00	35.00	
C. Proposed Method of Performance	7.00	3.00	7.00	17.00	
D. Proposed Usage & Timesheet Billing	10.00	5.00	10.00	25.00	

May 7, 2008

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VENDORS	Rater 1	Rater 2	Rater 3	AGGREGATE	
	Score	Score	Score	SCORE	RANK
<b>Volt</b>	<b>82.65</b> 5	<b>56.65</b> 12	<b>80.65</b> 7	<b>219.95</b>	<b>7</b>
A. Cost to County for Services	45.65	45.65	45.65	136.95	
B. Experience and Proven Achievement	20.00	5.00	14.00	39.00	
C. Proposed Method of Performance	7.00	3.00	7.00	17.00	
D. Proposed Usage & Timesheet Billing	10.00	3.00	14.00	27.00	
<b>Certified Employment</b>	<b>85.20</b> 4	<b>73.20</b> 4	<b>85.20</b> 4	<b>243.60</b>	<b>4</b>
A. Cost to County for Services	45.20	45.20	45.20	135.60	
B. Experience and Proven Achievement	20.00	15.00	15.00	50.00	
C. Proposed Method of Performance	10.00	3.00	8.00	21.00	
D. Proposed Usage & Timesheet Billing	10.00	10.00	17.00	37.00	
<b>Ultimate Staffing Resources</b>	<b>79.88</b> 8	<b>57.88</b> 8	<b>70.88</b> 12	<b>208.64</b>	<b>10</b>
A. Cost to County for Services	42.88	42.88	42.88	128.64	
B. Experience and Proven Achievement	20.00	5.00	12.00	37.00	
C. Proposed Method of Performance	7.00	7.00	6.00	20.00	
D. Proposed Usage & Timesheet Billing	10.00	3.00	10.00	23.00	
<b>Professional Staffing Resources</b>	<b>61.40</b> 14	<b>57.40</b> 10	<b>68.40</b> 14	<b>187.20</b>	<b>13</b>
A. Cost to County for Services	41.40	41.40	41.40	124.20	
B. Experience and Proven Achievement	10.00	10.00	12.00	32.00	
C. Proposed Method of Performance	10.00	3.00	5.00	18.00	
D. Proposed Usage & Timesheet Billing	0.00	3.00	10.00	13.00	
<b>AppleOne Employment Services</b>	<b>80.52</b> 7	<b>64.52</b> 5	<b>76.52</b> 10	<b>221.56</b>	<b>5</b>
A. Cost to County for Services	38.52	38.52	38.52	115.56	
B. Experience and Proven Achievement	20.00	15.00	15.00	50.00	
C. Proposed Method of Performance	7.00	6.00	8.00	21.00	
D. Proposed Usage & Timesheet Billing	15.00	5.00	15.00	35.00	
<b>Express Employment Service</b>	<b>62.09</b> 13	<b>57.09</b> 11	<b>71.09</b> 11	<b>190.27</b>	<b>12</b>
A. Cost to County for Services	37.09	37.09	37.09	111.27	
B. Experience and Proven Achievement	10.00	10.00	17.00	37.00	
C. Proposed Method of Performance	5.00	5.00	7.00	17.00	
D. Proposed Usage & Timesheet Billing	10.00	5.00	10.00	25.00	
<b>Maxim Staffing Solutions</b>	<b>67.95</b> 12	<b>46.95</b> 14	<b>68.95</b> 13	<b>183.85</b>	<b>14</b>
A. Cost to County for Services	35.95	35.95	35.95	107.85	
B. Experience and Proven Achievement	15.00	5.00	15.00	35.00	
C. Proposed Method of Performance	7.00	3.00	6.00	16.00	
D. Proposed Usage & Timesheet Billing	10.00	3.00	12.00	25.00	

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<b>Lead Staffing Corporation</b>	<b>39.48 15</b>	<b>40.48 15</b>	<b>63.48 15</b>	<b>143.44</b>	<b>15</b>
A. Cost to County for Services	31.48	31.48	31.48	94.44	
B. Experience and Proven Achievement	5.00	5.00	14.00	24.00	
C. Proposed Method of Performance	3.00	1.00	7.00	11.00	
D. Proposed Usage & Timesheet Billing	0.00	3.00	11.00	14.00	

RESULTS TABULATION:

- 1. Adecco 288.22
- 2. Blue Ribbon Personnel Services 273.00
- 3. Manpower 270.68
- 4. Certified Employment 243.60
- 5. AppleOne 221.56
- 6. Clearpoint Solutions 221.40
- 7. Volt 219.95
- 8. Aerotek 219.35
- 9. Pacific Staffing 215.24
- 10. Ultimate Staffing 208.64
- 11. Spectrum Staffing 208.26
- 12. Express Employment 190.27
- 13. Professional Staffing 187.20
- 14. Maxim Staffing Solutions 183.85
- 15. Lead Staffing 143.44



**Placer County  
Health and Human Services Department**

**MEMORANDUM**  
Administrative Services

Date: May 27, 2008  
To: Honorable Board of Supervisors  
From: Georgie Emslie  
Health and Human Services Fiscal Program Manager  
Subject: Fiscal Impact Statement  
BPO - Temporary Help Services  
July 1, 2008 - June 30, 2009

The Health & Human Services' Divisions that utilize Temporary Help Services have included appropriate funding for this Blanket Purchase Order in their individual 2008-09 Department Requested Budgets.

*Perspective, Hope, and Opportunity*

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