



City of Stockton

Legislation Text

File #: 25-0683, **Version:** 1

APPROVE MOTION TO AMEND COOPERATIVE AGREEMENT WITH ROBERT HALF, INC.

RECOMMENDATION

It is recommended that the City Council approve a motion to:

1. Approve findings pursuant to Stockton Municipal Code 3.68.070 in support of an exception to the competitive bidding process.
2. Authorize City Manager to extend Cooperative/Piggyback Agreement, Contract No. 21-1160-6025, with Robert Half, Inc., to provide temporary support services, in the total not to exceed amount of \$400,000.

It is also recommended that the City Manager be authorized to take appropriate and necessary actions to carry out the purpose and intent of this motion.

Summary

The Human Resources Department (HR) is seeking to extend temporary support services provided by Robert Half, Inc. to address payroll issues within the City's Human Resources Information System (HRIS) Tyler MUNIS system. Staff is requesting an extension (Attachment A) to the existing contract (Attachment B) through December 31, 2026, for a total not to exceed amount of \$400,000.

DISCUSSION

Background

On March 18, 2020, HR entered into a Cooperative/Piggyback Agreement with Robert Half, Inc. in the not to exceed amount of \$100,000. This contract is for temporary support services to assist the HR and Administrative Services Department (ASD) with updating the HRIS within the Tyler MUNIS system to address payroll errors and keep departments operating optimally until permanent staffing can be found. The funds for this contract were budgeted out of the Enterprise Resource Planning (ERP) Fund Account, which is dedicated to expenses related to the Tyler MUNIS System.

Present Situation

Robert Half, Inc. is currently providing support and guidance to HR and ASD in aligning system functionalities that were previously built in Payroll, Time and Attendance, and Accounting with the City's policies and procedures and bargaining units' Memorandums of Understanding (MOUs).

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Due to the number of corrections needed within the Tyler MUNIS ERP system and ongoing support needs, contracted services are required to help rectify system errors.

Currently, the City has reached the initial contract amount of \$100,000 and is seeking Council authority to increase the contract amount by \$300,000 for a total contract amount not to exceed \$400,000.

This is a Cooperative/Piggyback Agreement between the City of Stockton and Robert Half, Inc., utilizing the City of Newport News, Virginia, Contract #21-1160-6025, for citywide temporary staffing. The Procurement Division of ASD has reviewed and confirmed that the City of Newport News contract was solicited and awarded to Robert Half, Inc. through an open and competitive process and meets the City of Stockton's procurement regulations as well as the criteria for an exception to the competitive bidding process.

Findings

Pursuant to Stockton Municipal Code Section 3.68.070, Council may approve findings which support an exception to the competitive bidding process. These findings include:

1. Cooperative agreements qualify as an exception to the City's competitive bidding process as outlined in City Municipal Code §3.68.070(A)(5) and City Policy 17.05.050, specifically: "Cooperative purchasing agreements authorized by the City Council for purchase of supplies or services through other governmental jurisdictions or public agencies."
2. A Cooperative/Piggyback Agreement enables the City to utilize the terms and conditions of a competitively solicited and negotiated cooperative purchasing agreement.
3. The use of cooperative contracts improves time, efficiency, and enables the City to acquire products of equal or superior quality, along with value-added services.

Financial Summary

There is sufficient funding in the ERP Fund Account No. 3030-031-630001-510-511-00-30-000-000 to approve a contract with Robert Half, Inc., in the not to exceed amount of \$400,000.

Attachment A - Amendment No. 1 to the Agreement with Robert Half, Inc.
Attachment B - Agreement with Robert Half, Inc.