



ALBUQUERQUE HOUSING AUTHORITY
Empowering people in our community through affordable housing and self-sufficiency opportunities

To: AHA Board of Housing Commissioners
From: Anita Sánchez-Triviso, Human Resources Director
Date: October 19, 2016
Re: Executive Communication 2016-04 Multiple Contract Award – RFP #1702 Temporary Staffing Services

Background:

AHA wants to establish independent Temporary Staffing Service Contracts to meet our organization's current and future staffing needs. Since this is AHA's first Temporary Service contracts as a public entity AHA selected a "Best Value" solicitation approach and anticipates multiple contract awards. AHA issued a Request for Proposal (#1706) for Temporary Staffing Services on August 22, 2016. The RFP was posted through the National Association of Housing and Redevelopment Officials (NAHRO) procurement advertisement website, AHA website and the Purchasing Department conducted additional outreach to maximize the vendor pool. On September 15, 2016 AHA received six (6) proposals before the proposal deadline.

Discussion:

Proposals received by AHA were evaluated based on a number of factors including experience, capacity to complete the scope of work, pricing and compliance with Section 3 of the Housing and Urban Development (HUD) Act of 1968, as amended (12 USC 1701u). The evaluation of the criterion ensures that we select contractors with the highest level of experience and capacity to successfully deliver on our contract requirements. The evaluation committee finished the evaluations on the September 26, 2016. All members of the evaluation committee ranked the proposal submitted by Express Employment Professionals, BESTstaff Inc., and ITQUEST Staffing as the top three (3) highest ranked staffing agencies.

The estimated value of the Temporary Staffing Services is \$1,500,000 for a base year and four option years. AHA requests to process multiple contract awards to the top 3 ranked contractors. It is estimated that the contract value of \$500,000 per contract. Each contract values may fluctuate due to availability, performance and responsiveness of each contractor during the performance of services. The minimum contract value per contract is \$2,000 with a maximum contract value set at \$500,000 but may increase in the life of the contract.



/abqha



/HousingABQ



Equal Housing Opportunity Agency



Recommendation:

Staff request Board approval to enter into contracts with Express Employment Professionals, BEStaff Inc., and ITQUEST Staffing to provide AHA with Temporary Staffing Services for the duration of one (1) base year and four (4) option years.

PASSED AND ADOPTED this 19th day of October, 2016
BY A VOTE OF 5 FOR, AND 0 AGAINST.

Members Absent: _____

Members voting against: _____

ALBUQUERQUE HOUSING AUTHORITY
BOARD OF HOUSING COMMISSIONERS

By: 
Stephen J. Vogel, Chairperson of the Board

ATTEST:


Linda Bridge, Secretary to the Board and Executive Director