

# ACTION ITEM

Board of Governors Meeting, December 11, 2019

<b>CONTRACT ID:</b>	<b>Professional Recruitment Services</b> <b>RFP 19-0006</b> <b>MULTIPLE VENDOR AWARD</b>
<b>BUDGETED ITEM</b>	Funding to be included in the Annual Operating Budget for each respective contract term year.
<b>CONTRACT AMOUNT</b>	The estimated contract amount (inclusive of all contracts) is \$375,000 for the recommended base term of the contract (five years) and \$375,000 for all renewals, for a total of \$750,000.
<b>PURPOSE / SCOPE</b>	<p>This Action Item requests Board approval for a multiple vendor contract award, creating a panel of vendors that can assist with sourcing candidates for various hard to fill positions, needing specific skills, across the organization.</p> <p>No costs are incurred with these contracts unless Citizens engages a firm who successfully provides a candidate that is hired as a Citizens employee. In this instance, the firm will be compensated as provided for in the contract. There are no on-going fees, subscriptions or other costs associated with these contracts.</p>
<b>CONTRACT TERM(S)</b>	The base term for each indicated vendor's contract is five (5) years, with the potential for optional renewals for two (2), two (2) year and one (1), one-year renewal periods.
<b>PROCUREMENT METHOD</b>	<p>On June 10, 2019, Citizens issued a Request for Proposal No. 19-0006 for Professional Recruitment Services. Responses were received and evaluated by an Evaluation Committee. The Evaluation Committee recommended award to nine vendors on October 22, 2019 as listed below:</p> <ol style="list-style-type: none"><li>1. Alluvion Staffing, Inc.</li><li>2. TEKsystems</li><li>3. CSI Companies, The</li><li>4. Visium Resources, Inc.</li><li>5. ECA Staffing Solutions, Inc.</li><li>6. Randstad North America, Inc. dba Randstad</li><li>7. Modis, Inc.</li><li>8. Contemporary Staffing Solutions, Inc.</li><li>9. Wolf Creek Consulting, Inc.</li></ol>
<b>RECOMMENDATION</b>	<p>Staff recommends the Citizens' Board:</p> <ol style="list-style-type: none"><li>a) Approve the recommended vendors for award listed above and resulting contracts for Professional Recruitment Services, RFP 19-0006, in an amount of up to \$375,000 for a contract period of a five year base term, and an additional \$375,000 for the optional two (2), two (2) year and one (1), one year renewal periods for a total of \$750,000; and</li><li>b) Authorize staff to take any appropriate or necessary action consistent with this Action Item.</li></ol>

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<b>CONTACTS</b>	Violet Bloom, Chief Human Resource Officer Silvana Iuretig, Director, Talent Acquisition
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