



## Legislation Text

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**File #:** 2023-0236, **Version:** 1

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**Purchasing Type:** Change Order (CO)

**Public Hearing:** YES  NO

**Department:** Purchasing & Contracting

**AGENDA ITEM:**

**Commission District(s):** All

CO - Change Order No. 5 to Contract Nos. 1213056 and 1213057 for Temporary Personnel Services (Four (4) Year Multi-Year Contract): for use by all DeKalb County departments through the Department of Human Resources & Merit System (HRMS). The contracts consist of the provision of temporary staffing. This request consists of an increase in contract funds. Awarded to Howroyd-Wright Employment Agency, Inc. dba AppleOne Employment Services and Corporate Temps, Inc. Total Amount Not To Exceed: \$10,000,000.00.

**Information Contact:** Michelle Butler, Procurement Manager

**Phone Number:** (404) 687-3581

**PURPOSE:**

Awarded by the BOC on April 28, 2020 for a total amount not to exceed \$10,000,000.00. On February 10, 2022, Change Order No. 1 was approved to transfer \$1,000,000.00 from Contract 1213057 to 1213056 due to heavy usage. On April 26, 2022, the BOC approved Change Order No. 2 to increase contract funds by a total amount not to exceed \$5,000,000.00. On December 27, 2022, Change Order No. 3 was approved to transfer \$2,000,000.00 from Contract 1213057 to 1213056. On January 27, 2023, Change Order No. 4 was approved to transfer \$500,000.00 from Contract 1213056 to 1213057 for payment of outstanding invoices. These contracts consist of the provision of part-time and full-time temporary personnel positions with DeKalb County on an as needed basis. The estimated spend for temporary personnel services increased due to staffing needs related to TLAC and Voters' Registration. This request consists of an increase in contract funds. Approval will allow for continued services through the existing term of the contracts.

**RECOMMENDATION:**

Recommend approval of Change Order No. 5 with:

Howroyd-Wright Employment Agency, Inc. dba AppleOne Employment Services, 1999 West 190<sup>th</sup> Street,  
Torrance, CA 90504

Note: LSBE Participation: 25%

Estimated Amount: \$4,000,000.00

Corporate Temps, Inc., 5950 Live Oak Parkway, Suite 230, Norcross, GA 30093

Note: LSBE Participation: 20%

Estimated Amount: \$6,000,000.00

Total Amount Not To Exceed: \$10,000,000.00

and authorize the Chief Executive Officer to execute the change orders and all associated documents.

**ADDITIONAL INFORMATION:**

1. Contract Effective Date: July 1, 2020
2. Contract Expiration Date: June 30, 2024
3. Amount Spent to Date: \$11,540,773.82
4. Funding: Temporary Services - Operating (All Departments)