



COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission

FROM: Eric Carpenter, City Manager

DATE: February 3, 2025

TITLE: REQUEST FOR APPROVAL TO AWARD A CONTRACT PURSUANT TO INVITATION TO BID (ITB) 2025-009-MP FOR TEMPORARY STAFFING SERVICES; AND FURTHER AUTHORIZING THE MONTH-TO-MONTH EXTENSION OF THE EXISTING AGREEMENTS WITH 4 BEST BUSINESS, CORP., ATHENA CONSULTING, LLC, EMPLOYMENT SOLUTIONS OF NEW YORK, INC., P.I.E. MANAGEMENT, L.L.C., P.I.E. MANAGEMENT, L.L.C., DISKRITER, INC. AND DSS HOLDINGS LLC., UNTIL THE AGREEMENTS HAVE BEEN REPLACED AND TEMPORARY STAFFING SERVICES HAVE BEEN TRANSITIONED TO THE NEW SERVICE PROVIDER(S). (HUMAN RESOURCES)

RECOMMENDATION

It is recommended that the Mayor and City Commission approve the award of a contract pursuant to Bid (ITB) 2025-009-MP, for Temporary Staffing Services to the lowest responsive, responsible bidders for each group as primary, secondary, tertiary, quaternary, and quinary, as set forth in Attachment A. Further authorizing the month-to-month extension of the existing agreements with 4 Best Business, Corp., Athena Consulting, LLC, Employment Solutions of New York, Inc., P.I.E. Management, L.L.C., Diskriter, Inc. and DSS Holdings LLC. until the agreements have been replaced, and the temporary staffing services have been transitioned to the new service provider(s).

This solicitation is currently under the cone of silence.

BACKGROUND/HISTORY

The Human Resources Department currently utilizes temporary staffing agencies to fill short-term staffing needs of departments. Some of the benefits of utilizing short-term staffing include quickly addressing operational needs, scheduling flexibility, and reduced overtime costs. The current contracts with temporary staffing agencies expire on or about February 2025. To seek replacement contracts, the Administration issued Invitation to Bid (ITB) ITB 2025-009-MP. The ITB includes five (5) categories of temporary workers: Administrative, Engineering, Construction, Industrial, and Information Technology.

The ITB, as is the case with most temporary staffing arrangements, is structured as to allow maximum flexibility in recruiting the best candidates for the requirements of the requesting department. Costs are usually calculated as the total of the negotiated hourly rate for the employee multiplied by the percentage markup (overhead, insurance, profit, etc.) that each firm has submitted in response to the ITB. Typically, the Human Resources Department will work with the firm offering the lowest mark-up and will only proceed to other firms when no qualified candidate can be recruited. For this reason, it is important to have a pool of qualified and responsive firms available to the Human Resources Department. This is especially true in the

current tight labor market.

ANALYSIS

The ITB was issued on November 14, 2024. The Procurement Department issued bid notices to approximately 14,682 companies utilizing the City's e-procurement system, with 267 prospective bidders accessing the solicitation. A non-mandatory pre-bid conference to provide information to proposers was held on December 2, 2024. Four (4) addenda were issued. ITB responses were due and received on December 23, 2024. The City received 93 bids in response to the ITB. See Attachment B for a list of respondents received and Attachment C for the tabulation of bids received.

Darwin Recruitment, Inc. failed to provide proof that it complies with the minimum eligibility requirements of the ITB. Therefore, its response was deemed non-responsive and was not further considered. In addition, in an email sent to the City on January 6, 2025, TRG, Inc. withdrew its application for Groups 1, 2, 3 & 4.

The ITB stated that the responsive, responsible bidder(s) meeting all ITB terms, conditions, and specifications would be recommended for award. The Procurement and Human Resources Departments verified that firms listed in attachment A submitted the lowest bid for each group listed and, therefore, should be deemed primary, secondary, tertiary, quaternary, and quinary for these groups. It is important to have a robust pool of firms to provide the departments with qualified temporary personnel as needed. In assigning work, the Administration will endeavor to first utilize the contractors with the lowest percentage markup, as noted in Attachment C, before proceeding to other contractors in order of percentage markup.

Below are brief descriptions of the responsive and responsible bidders recommended for award.

Talantage, LLC

Talantage, LLC. has been in business in Atlanta, Ga, for over 6 years, specializing in providing temporary staffing for administrative, industrial, construction, engineering, and information technology roles. They have successfully served a range of cities, municipalities, and counties, including the Atlanta Housing Authority, the City of Stonecrest (GA), the San Diego County Water Authority, the Norfolk Redevelopment and Housing Authority (VA), the California Department of Veterans Affairs, and the City of Cedar Park (TX). The references provided have given positive feedback. Additionally, Talantage, LLC is a GSA contract holder.

Let's Work USA, Inc.

Let's Work USA, Inc. has been operating for 10 years in Fort Lauderdale, Florida, providing temporary administrative, industrial, construction, engineering, and IT staffing to private and public entities. Their clientele includes companies such as Eastern Insurance Group, Gryphon Safety Equipment, Waste Management of Palm Beach, the City of Punta Gorda, Coastal Waste Recycling, and others. The references provided have given positive feedback.

Keystaff, Inc.

Keystaff, Inc. has been operating in West Palm Beach, Florida, for over 27 years, specializing in providing administrative, engineering, and technology staffing to both private and public sectors. Notably, they have worked with Collier County for the past four years, successfully onboarding over 250 employees in administrative, engineering, and IT roles. In addition, they have supplied administrative staffing to the Department of Military Affairs in St. Augustine, FL, and provided engineering support for Atlas Signs, a private entity. The references provided have given positive feedback.

4 Best Business, Corp.

4 Best Business, Corp., a Florida-native corporation, has been in business for over 21 years, specializing in providing administrative, industrial, engineering, and construction staffing to both

private and public sectors. The firm has successfully provided staffing services to organizations such as the City of Opa-Locka, Broward County, and Manatee County. Notably, 4 Best Business, Corp. is the incumbent providing these services to the City, and the City has been satisfied with their services. Additionally, the company's references have offered positive feedback on their services.

22nd Century Technologies, Inc.

22nd Century Technologies, Inc., based in Virginia, has been in operation for over 27 years, with 25 of those years serving Florida and employing over 5,003 individuals. As a staffing agency, 22nd Century Technologies provides customized staffing solutions across multiple sectors, including administrative, engineering, construction, industrial, and information technology, serving both private and public sectors. Since 2019, they have successfully supplied skilled temporary personnel to the Florida Department of Children and Families (DCF) in clerical and administrative roles. They have also partnered with Cox Communications since 2021, providing temporary engineering and construction services. Additionally, they have worked with the Virginia Department of Transportation and the San Antonio Water System, supplying industrial and IT staffing solutions. The references provided have given positive feedback.

Adil Business Systems, Inc.

Adil Business Systems, Inc. has been operating in Clearwater, FL, for over 24 years, specializing in providing temporary staffing solutions to private and public sectors. Over the past five years, they have partnered with the Rhode Island Department of Business Regulation, offering temporary professional services in areas such as building regulations, building registrations, repair management, project management, civil engineering, and architecture. Additionally, they have provided industrial staffing services to two private entities, Maid Pro of Providence Inc. and Vitpro, LLC. The references provided have given positive feedback.

Tryfacta, Inc.

Tryfacta, Inc. has been in business for over 28 years, originally based in California, with the past three years operating in Miami. For the last 10 years, the firm has been operating under the umbrella of System America, Inc. Tryfacta has collaborated with Crimson Solutions in New Jersey and the Santa Clara Valley Water District in California, providing staffing for various engineering roles, including Civil Engineers, Structural Engineers, Environmental Engineers, Construction Project Engineers, and HVAC Engineers. Additionally, Tryfacta, Inc. is a Sourcewell contract holder. The references provided have given positive feedback.

FISCAL IMPACT STATEMENT

Since 2020, the City has spent an average of \$3,500,000 annually on temporary staffing services, which includes an average markup of approximately 18.99%. This markup equates to an average yearly cost of approximately \$664,650. Talantage, LLC, the lowest responsive and responsible bidder for all groups, has proposed a significantly lower average markup of 1.27%. With this new rate, the City would incur an estimated annual markup cost of \$44,450 in potential savings of approximately \$620,200 per year. These reduced costs would translate into substantial financial savings for the City.

Does this Ordinance require a Business Impact Estimate? Click or tap here to enter text.
(FOR ORDINANCES ONLY)

If applicable, the Business Impact Estimate (BIE) was published on: Click or tap here to enter text.

See BIE at: <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notice/>

FINANCIAL INFORMATION

The costs of the related services are subject to funds availability approved through the City's budgeting process. It is not anticipated that grant funding will be utilized for these services.

CONCLUSION

Based on the foregoing, it is recommended that the Mayor and City Commission of the City of Miami Beach, Florida, approve the award of a contract pursuant to Bid (ITB) 2025-009-MP, for Temporary Staffing Services to the lowest responsive, responsible bidders for each group as primary, secondary, tertiary, quaternary and quinary, as set forth in Attachment A. Further authorizing the month-to-month extension of the existing agreements with 4 Best Business, Corp., Athena Consulting, LLC, Employment Solutions of New York, Inc., P.I.E. Management, L.L.C., P.I.E. Management, LLC., Diskriter, Inc. and DSS Holdings LLC. until the agreements have been replaced and the temporary staffing services have been transitioned to the new service provider(s).

Applicable Area

Citywide

Is this a "Residents Right to Know" item, pursuant to City Code Section 2-17?

Yes

Is this item related to a G.O. Bond Project?

No

Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481, includes a principal engaged in lobbying? No

If so, specify the name of lobbyist(s) and principal(s):

Department

Procurement

Sponsor(s)

Co-sponsor(s)

Condensed Title

Award ITB 2025-009-MP, Temporary Staffing Services. HR/PR

Previous Action (For City Clerk Use Only)