

In the Matter of a Special Procurement for a Contract to Provide Temporary Staffing Services )  
 ) Order No. 85-2020

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to the contract with Cardinal Services Inc. No later than October in any subsequent year, the Human Resources Director shall conduct a market review to determine if there is more than one firm that offers ready access to the local labor market. Upon a determination that there is more than one firm that offers ready access to the local labor market, the applicable procurement process shall be followed in accordance with ORS 279B and the Columbia County Public Contracting Ordinance. Upon a determination that Cardinal Services Inc. is the only firm that offers ready access to the local labor market, the contract with Cardinal Services Inc. may be extended by another year.

DATED this 20 day of November, 2020.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: Alex Tardif  
Alex Tardif, Chair

By: Margaret Magruder  
Margaret Magruder, Commissioner

By: Henry Heimuller  
Henry Heimuller, Commissioner

Approved as to form

By: Senia J. Hm  
Office of County Counsel

Attachment 1

To: Board of County Commissioners  
From: Jean Ripa, Human Resources Director  
Cc: Sarah Hanson, County Counsel  
Date: October 26, 2020  
Re: Renewal of Temporary Staffing Agency Contract

I am requesting an order approving a special procurement process for temporary staffing agency services.

The County has worked with Cardinal Staffing Services for many years and they have proven to be a sound business partner for the County. Especially this year, they have responded quickly and worked hard to place the type of workers we have needed related to COVID19, often on very short notice. In prior years, obtaining quotes, they have always proven to be the lower cost option to the County and have already indicated that there will be no increase in cost for 2021. Cardinal Staffing is the only temporary staffing agency in Columbia County. This means there is no other agency that has ready and available access to the local labor market from which we hire our seasonal and temporary workers. Therefore, there is no other competition that has the same access to the local labor market. In fact, when I have made contact with competitors from the surrounding area (Longview, Washington or the Portland Metro Area), they have made clear that their market for workers is usually in their immediate surrounding areas.

Continuing to contract with Cardinal Services would represent the best option for the County as they have proven to be extremely cost competitive, to be very responsive to the County needs, able to access (and be easily accessible by) the local labor market. It would also be extremely challenging, during this COVID national emergency, to transfer all the current workers to another agency.

**Request and Process**

I am requesting that the County renew the contract with Cardinal Staffing Services for a two or three year term (preferably three years).

**The use of a special procurement process for temporary staffing agency services is unlikely to encourage favoritism in awarding of public contracts or to substantially diminish competition for public contracts because contracting with Cardinal otherwise substantially promotes the public interest in a manner that could not practically be realized by complying with the requirements for competitive procurements given what I have outlined above.**

**During the term of this contract, I will annually review the opportunities available for provision of local temporary staffing agency to determine whether other more competitive options exist.**

This is scheduled on your October 28, 2020 work session agenda for discussion.