BEFORE THE BOARD OF COUNTY COMMISSIONERS FOR COLUMBIA COUNTY, OREGON

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

WHEREAS, Section 6.e of the Columbia County Public Contracting Ordinance authorizes the Board of County Commissioners to approve a contract specific special procurement in accordance with ORS 279B.085; and

WHEREAS, ORS 279B.085 and OAR 137-047-0285 authorize a local contract review board to approve a contract-specific special procurement for the purpose of entering into a single contract on a one-time basis for a single project upon receipt of a written request that demonstrates that the use of a special procurement (a) is unlikely to encourage favoritism in the awarding of public contracts or to substantially diminish competition for public contracts; and (b) is reasonably expected to result in substantial cost savings to the agency or to the public, or otherwise substantially promotes the public interest in a manner that could not practicably be realized by complying with requirements that are applicable under ORS 279B.055, 279B.060, 279.065, or 279B,070, or under any rules adopted thereunder; and

WHEREAS, the Board of Commissioners has received a written request for a special procurement for an extension to an existing contract with Cardinal Services Inc. for temporary staffing services, a copy of which is attached hereto as Attachment 1, and is incorporated herein by this reference; and

WHEREAS, the written request for a special procurement demonstrates that the special procurement is unlikely to encourage favoritism in the awarding of public contracts or to substantially diminish competition for public contracts because Cardinal Staffing is the only temporary staffing agency in Columbia County; there are no other agencies that have ready access to the local labor market from which we hire our seasonal and temporary workers; and

WHEREAS, the written request for a special procurement demonstrates that the special procurement substantially promotes the public interest in a manner that could not practicably be realized by complying with requirements that are applicable under ORS 279B.055, 279B.060, 279.065, or 279B,070, or under any rules adopted thereunder because of the resource savings associated with avoiding a formal procurement that is not reasonably likely to result in more than one proposal and because of the challenge generally, and especially during the COVID crisis to transfer current temporary workers to another agency; and

WHEREAS, the written request for a special procurement proposes a special procurement process that calls for a market review to determine if there is more than one firm that offer ready access to the local labor market;

NOW, THEREFORE, IT IS HEREBY ORDERED that the Board of County Commissioners, approves the contract specific special procurement for a one year extension

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 Welm lyl, 2020.

BOARD OF COUNTY COMMISSIONERS FOR COLUMBIA COUNTY, OREGON

Alex Tardif, Chair

Approved as to form

By: Office of County Counsel

By:_

Henry Heimuller, Commissioner

Commissioner

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.