


**Date:** March 27, 2024

**To:** Board of Directors

**From:** Sam Desue, Jr. 

**Subject:** **RESOLUTION NO. 24-03-13 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT MODIFICATION WITH ROBERT HALF INTERNATIONAL, INC. FOR TEMPORARY STAFFING SERVICES**

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**1. Purpose of Item**

This Resolution requests that the TriMet Board of Directors (Board) authorize the General Manager or his designee to execute a contract modification (Modification) with Robert Half International, Inc. (Robert Half) for temporary staffing services.

**2. Type of Agenda Item**

- Initial Contract
- Contract Modification
- Other \_\_\_\_\_

**3. Type of Contract Procurement**

- Low Bid / Invitation to Bid (ITB)
- Request for Proposals (RFP) (inc. CM/GC)
- Request for Qualifications (RFQ) (Personal Services)
- Other (inc. sole source): Cooperative Purchasing Agreement

**4. Reason for Board Action**

Board authorization is required for all contract Modifications that exceed the original amount authorized and obligate TriMet to expend more than \$1,000,000.

**5. Type of Action**

- Resolution
- Ordinance 1<sup>st</sup> Reading
- Ordinance 2<sup>nd</sup> Reading
- Other \_\_\_\_\_

**6. Background**

TriMet utilizes the services of staffing firms to temporarily fill positions in and provide supplemental staff support to various Agency Divisions. For the last several years, TriMet has relied on the services of Robert Half to fill this gap. Robert Half currently provides temporary staff for the Transportation, Labor Relations and Human Resources, Finance and Administrative Services, and Inclusion, Diversity, Equity and Access (IDEA) Divisions, but the contract funds are nearly exhausted.

The current value of the Robert Half contract \$1,000,000. This Modification will add \$350,000 to the Robert Half contract to allow its continued utilization while TriMet completes a separate solicitation for these temporary services. The new solicitation is expected to be completed before the end of the current fiscal year, and TriMet anticipates awarding contracts to multiple contractors. Doing so is intended to permit more flexibility and efficiency than the current practice.

**7. Description of Procurement Process**

TriMet obtained these services via a Cooperative Procurement involving multiple public agencies, as allowed under ORS 279A.215 and TriMet's Contracting Rules.

**8. Diversity**

Robert Half has a worldwide workforce of 16,400 employees, 34% of whom are minorities and 54.4% of whom are female. Robert Half is self-performing the work under its current contract.

**9. Financial/Budget Impact**

Funding for temporary staff is budgeted within each Division's FY24 Budget.

**10. Impact if Not Approved**

If the Modification is not approved, TriMet will not be able continue to utilize the services of vital temporary staff, and many departments will be understaffed until TriMet can complete a new procurement and execute additional contracts.

**RESOLUTION NO. 24-03-13**

**RESOLUTION NO. 24-03-13 OF THE TRI-COUNTY METROPOLITAN  
TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A  
CONTRACT MODIFICATION WITH ROBERT HALF INTERNATIONAL, INC.  
FOR TEMPORARY STAFFING SERVICES**

**WHEREAS**, TriMet has authority under ORS 267.200 to enter into a contract modification (Modification) with Robert Half International, Inc. (Robert Half) for temporary staffing services; and

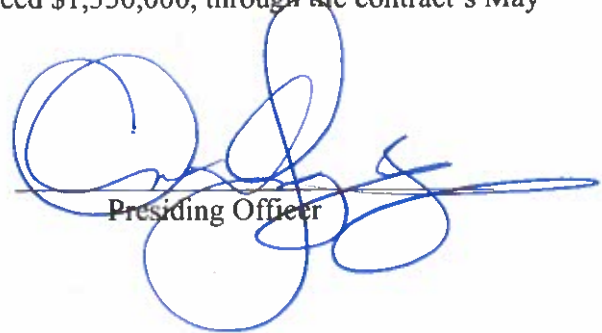
**WHEREAS**, by Resolution No. 22-05-35, dated May 25, 2022, the TriMet Board of Directors (Board) adopted a Statement of Policies requiring the Board to approve contract Modifications obligating TriMet to pay in excess of \$1,000,000; and

**WHEREAS**, the amount of this Modification will exceed the original amount authorized under the contract and the total contract amount will exceed \$1,000,000;

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Modification shall conform with applicable law.
2. That the General Manager or his designee is authorized to execute a contract Modification with Robert Half, increasing the current \$1,000,000 contract amount by \$350,000, for a new total amount not to exceed \$1,350,000, through the contract's May 2024 termination date.

Dated: March 27, 2024



Presiding Officer

Attest:



Recording Secretary

Approved as to Legal Sufficiency:



Legal Department