



# COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

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DATE: 07/11/2023

**SUBJECT: RFP NO. 2020-148 - ANNUAL CONTRACT FOR PAYROLL  
SERVICES FOR TEMPORARY LABOR - ELECTIONS  
ADMINISTRATION - VARIOUS VENDORS - EXERCISE THIRD  
AND FINAL OPTION FOR RENEWAL - SAME CONTRACT TERMS**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve the renewal of RFP No. 2020-148, Annual Contract for Payroll Services for Temporary Labor, for the third and final optional twelve (12) month period at the same contract terms.

**BACKGROUND**

On August 25, 2020, the Commissioners Court, through Court Order #133582 awarded RFP No. 2020-148, Annual Contract for Payroll Services for Temporary Labor, for Elections Administration, to the following vendors:

Primary	Smith Temporaries, Inc., d/b/a Cornerstone Staffing
Secondary	22nd Century Technologies, Inc.
Alternate 1	Diskriter, Inc.
Alternate 2	AD-A-Staff, Inc.

The awards were based upon evaluation criteria set forth in the RFP specifications and contained options to renew for three (3) additional twelve (12) month periods.

On June 22, 2021, the Commissioners Court, through Court Order #135739, approved the renewal of RFP No. 2020-148, Annual Contract for Payroll Services for Temporary Labor, for Elections Administration, with the vendors listed above.

On June 28, 2022, the Commissioners Court, through Court Order #138480, approved the renewal of RFP No. 2020-148, Annual Contract for Payroll Services for Temporary Labor, for Elections Administration, with the vendors listed above.

The vendors notified Purchasing in writing that they will extend the same contract terms through August 31, 2024. Elections Administration notified Purchasing in writing that they are pleased with the vendors and want to renew.

SUBMITTED BY: Purchasing

PREPARED BY: Brad Richards  
APPROVED BY: Chris Lax, CPSM, CPSD, CPCP



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Therefore, it is the joint recommendation of Elections Administration and Purchasing that the Commissioners Court approve the renewal of RFP No. 2020-148, Annual Contract for Payroll Services for Temporary Labor, for the final optional twelve (12) month period.

### **FISCAL IMPACT**

Expenses for last year were approximately \$2,958,507.37. Services are provided on an as-needed basis. Funding is available in account 575611/10000-2023/1420000000. The department has requested funds in the FY 2024 budget.