

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Contract for Temporary Employee Services for the Transit Division	
FROM: Angela Wynes, Transit Manager	MEETING DATE: October 7, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: Purchasing RFP 56-062724
ATTACHMENTS: RFP Evaluation Tabulation Bid Recommendation Form	

PURPOSE: Award a contract to Workforce Unlimited, LLC to provide temporary employees to assist the Transit Division with covering vacancies and compliance with transit grant funding and monitoring service requirements.

BACKGROUND: The Transit Division uses temporary employees to fill the Transit Equipment Service Attendant positions, which have been challenging to recruit and retain. The Transit Division will also use temporary employees to provide "mystery rider" services to monitor customer service, safety, and compliance with the Americans with Disabilities Act. Purchasing issued an RFP for these services in June 2024.

BUDGET IMPACT: Funds are included in the Transit Division operating budget to cover this service.

RECOMMENDATION/ACTION REQUESTED: Staff recommends that the City Council award a contract to Workforce Unlimited LLC in the amount of \$180,000 and authorize the appropriate city officials to execute all necessary documents.



City of High Point

RFP 56-062724 Transit Division Temp Employee

RFP #56-062724

Reviewer:	AW	TA	SW	AL		Total Average Score
Vendor Name						
Blue Arbor						
The Bardley Group	65	59	49	64		59.25
Greene Resources						
Halcyon	36	54	38	47		43.75
Lingo						
Logistics	67	70	65	44		61.5
Medical Edge	83	63	65	46		64.25
Staffactory						
Workforce	84	87	87	75		83.25

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BID RECOMMENDATION

DEPARTMENT:

COUNCIL AGENDA DATE:

BID NO.: CONTRACT NO.: DATE OPEN:

DESCRIPTION:

PURPOSE:

COMMENTS:

RECOMMEND AWARD TO: AMOUNT:

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
641621	527202	641251106010	70304	
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Digitally signed by Greg Venable
Date: 2024.09.24 15:38:02 -04'00' DATE:

The Purchasing Division concurs with recommendation submitted by the and recommends
award to the lowest responsible, responsive bidder in the amount of

PURCHASING
MANAGER: Digitally signed by Candy E. Harmon
Date: 2024.09.26 14:23:26 -04'00' DATE:

Approved for Submission to
Council

FINANCIAL SERVICES DIRECTOR: Digitally signed by Bobby Fitzjohn
Date: 2024.09.30 11:35:51 -04'00' DATE:

CITY MANAGER: DATE:

(For City Council Approval Only)