



## **CITY COUNCIL COMMUNICATION**

October 28, 2014

**SUBJECT:** Professional Employee Leasing Contract  
**SUBMITTED BY:** Glenda Hartsell-Shelton, General Manager Texas Star  
**REFERENCE NO:** Bid No. 005-12

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### **ACTION REQUESTED:**

Consider approval of a one year extension of Bid No. 005-12 for Professional Employee Leasing services at Texas Star Golf Course, Conference Centre and Raven's Grille to Employer Flexible, 7102 N. Sam Houston Pkwy., W., Suite 200, Houston, TX assignee for the Bowles Group d/b/a Workforce, 2501 Parkview Drive, Suite 225, Fort Worth, TX.

### **ALTERNATIVES:**

- Re-bid through City's Purchasing Department
- Table the request
- Deny the request

### **SUMMARY OF SUBJECT:**

Sealed bids were requested from professional employer organizations in November 2011 for the purpose of leasing full-time and part time employees for the operation and maintenance of the Texas Star Golf Course, Conference Centre and Raven's Grille and miscellaneous Parks and Community Services positions. The bid requested a contract for a two (2) year term with the option to renew for two (2) additional one (1) year terms by mutual written agreement. This is the final renewal option available under this bid.

In accordance with the terms of the contract the Bowles Group d/b/a Workforce has requested to assign the contract to Employer Flexible under the same terms and conditions as allowed by the contract. Employer Flexible has indicated their interest in assuming the contract and their willingness to accept the terms and conditions of the contract for the remaining renewal term. Workforce has indicated that they will no longer provide professional employer organization services.

Staff recommends that this contract be extended for an additional one (1) year term with Employer Flexible.

**FINANCIAL CONSIDERATIONS:**

Revenue Sources:	Annual Budget
Expenditure Accounts:	Various
Budgeted Fiscal Year(s):	FY 2014-2015
Budgeted Expenditure:	\$178,284
Estimated Expenditure:	\$178,284
Over/Under Projection By:	-0-
Other Comments:	

**SUPPORTING DOCUMENTS:**

- Letter: Workforce
- Letter: Employer Flexible
- Assignment and Assumption of Client Services Agreement

**APPROVED BY:**

_____ <b>LG</b> _____	City Manager's Office
_____ <b>HH</b> _____	City Secretary's Office