

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 145

Authorizing the General Manager to execute, on behalf of the Commission, individual non-exclusive agreements with: Olsten Temporary Services as the primary provider, Labor Force as the first alternate and Barrett Business Services as the second alternate, to provide temporary industrial personnel services at the Memorial Coliseum.

The Metropolitan Exposition-Recreation Commission finds:

1. That on August 9, 1991, the Commission issued a Request for Bids for temporary industrial personnel services.
2. That the Commission received bids from twelve agencies.
3. That staff conducted proposal review and evaluation based on the criteria established in the Request for Bids.
4. That based on the evaluation process and staff recommendations, the Commission selects Olsten Temporary Services as primary provider, Labor Force as first alternate, and Barrett Business Services as second alternate to provide temporary industrial personnel services.

BE IT THEREFORE RESOLVED that the General Manager is authorized to execute, on behalf of the Commission, agreements for temporary industrial personnel services with Olsten Temporary Services, Labor Force and Barrett Business Services.

Passed by the Commission on September 11, 1991.

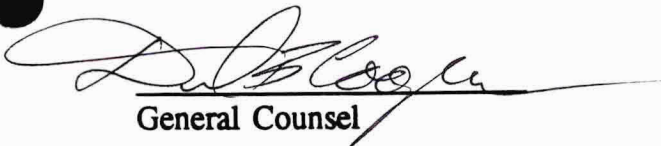


Chair



Secretary/Treasurer

APPROVED AS TO FORM:



General Counsel

Metropolitan Exposition-Recreation Commission

P.O. Box 2746 • Portland, Oregon 97208 • 503/731-7800 • Fax #731-7870 • 777 NE Martin Luther King Jr. Blvd.

MEMORANDUM

September 6, 1991

To: Metropolitan Exposition-Recreation Commission

From: Mark Hunter, Asst. to the Gen. Manager

Mark Hunter 9/6/91

Subject: Request for Acceptance of Temporary Industrial Labor Bid

Background

On August 7, 1991, the Commission approved the release by Staff, of a Request for Bids for soliciting a Temporary Employment Agency to provide Temporary Laborers to perform "light industrial labor" and "janitorial work" at Memorial Coliseum and Civic Stadium. This RFB was patterned directly from the previous RFP issued in June for clerical and administrative temporary services, with the exception that one primary provider of services would be selected for the purposes of obtaining volume discounts and providing scheduling consistency. The Commission suggested a significant addition to the specification by asking that provision for a back-up labor service secondary to the primary service also be included in the specification. This provision was subsequently included and the RFB was released August 9, 1991.

On August 22, 1991, twelve bids were opened and read by Staff in a public bid opening meeting at the Oregon Convention Center. These bids were subsequently tabulated (attached), indicating Olsten Temporary Services as the apparent low responsive and responsible bidder.

The bid results and potential recommendations for bid acceptance were thereafter reviewed by Staff and Commissioner Brooks for the purpose of finalizing a recommendation to the Commission.

Financial Impact

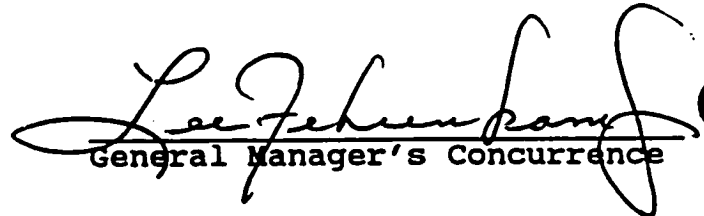
Approximately \$415,000 was spent for temporary industrial labor services in fiscal 90-91, with the hourly rate averaging \$6.47 for the year. The present low bid hourly rate of \$6.69, would represent a 3.4% increase over the previous year.

Other Considerations

As specified in the RFB and as recommended by the bid review Committee, two back-up temporary service agencies were selected. Labor Force was selected as the first alternate provider and Barrett Business Services as the second alternate provider in the event that performance of the primary provider is unacceptable.

Summary and Recommendation

As a result of the completion of the formal bid process authorized by the Commission for solicitation of Temporary Service Agencies to provide temporary industrial and janitorial labor for Memorial Coliseum and Civic Stadium, Staff recommends the acceptance of Olsten Temporary Services as the primary provider for these services and further recommends that Labor Force be accepted as the first alternate provider and Barrett Business Services as the second alternate provider in the event that the primary provider fails to perform.


General Manager's Concurrence

**METROPOLITAN EXPOSITION-RECREATION COMMISSION
BIDDER TALLY SHEET
RFB NO. 91-03**

<u>BIDDER</u>	<u>TOTAL PRICE</u>
Olsten Temporary Services	\$6.69 per hour
Labor Force of Oregon	\$6.72 per hour
Barrett Business Services	\$6.75 per hour 8/30/91-12/13/91 \$7.05 per hour 1/1/92-8/30/92
Bridgeport Staffing	\$7.15 per hour
Employers Overload	\$7.25 per hour
Temporary Staffing	\$7.30 per hour 9/1/91-12/31/91 \$7.40 per hour 1/1/92-12/31/92
Kelly Temporary Services	\$7.40 per hour
Adia	\$7.49 per hour
Express Services	\$7.44 per hour 8/15/91-12/30/91 \$8.27 per hour 1/1/92-8/14/92
Career Network Agency	\$7.53 per hour
Madden Industrial Craftsmen Inc.	\$8.50 per hour
Northwest Temporary Services	\$8.83 per hour

SECTION 5 - TEMPORARY PERSONNEL SERVICES AGREEMENT

THIS CONTRACT is entered into by and between the Metropolitan Exposition-Recreation Commission (hereinafter referred to as "the MERC"), and Olsten Temporary Services, (hereinafter referred to as "Contractor").

IN CONSIDERATION of the mutual promises and terms and conditions set forth hereafter, the parties agree as follows:

1. Term

The term of this contract shall commence on execution of this contract and end on August 30, 1992 unless sooner terminated under the provisions hereof.

2. Contract Documents

The terms, conditions, covenants and provisions of the MERC's RFB and Contractor's Bid are hereby incorporated by reference and shall become a part of this Contract as if fully set forth herein. Any conflict or discrepancy between any document herein incorporated by reference shall be resolved in accordance with the order of precedence hereinafter enumerated:

First: This Contract and mutually agreed upon modifications
Second: The MERC' RFB
Third: Contractor's Bid

The Contract documents as above described constitute the entire agreement between the parties with respect to the services to be provided supersedes all prior negotiations, representations or agreements.

3. Contractor Identification

Contractor shall furnish to the MERC its social security number or employer identification number as designated by the Internal Revenue Service.

4. Compensation

The MERC agrees to pay Contractor for the services described in the Contract document. Payment for the services actually performed shall be made within 30 days after the MERC's receipt of Contractor's approved invoice in accordance with the agreed upon rates set forth in the Contract documents. Invoices must be sent directly to the MERC's Accounts Payable Department, P. O. Box 2746, Portland, Oregon 97208. All invoices shall be submitted

in triplicate (one copy marked "original") and must contain reference to the contract number and a summary report containing: a breakdown of each prior billing, and the amount presently billed.

5. Contractor is Independent Contractor

A. Contractor shall be an independent contractor for all purposes and shall be entitled to no other compensation other than the compensation provided for under Paragraph 4 of this Contract.

B. Contractor acknowledges responsibility for liability arising out of its performance of this Contract and shall hold the MERC harmless from and indemnify the MERC for any and all liability, settlements, loss, costs and expenses in connection with any action, suit or claim resulting directly or indirectly from the Contractor's negligent acts or omissions. The MERC may require Contractor to provide proof of insurance in an amount not less than the MERC's maximum liability under the Oregon Tort Claims Act, to assure indemnification.

C. No person shall be employed for more than eight hours in any one day, or 40 hours in any one week, except in cases of necessity, emergency, or where the public policy absolutely requires it, and in such cases the laborer shall be paid at least time and a half for all overtime.

6. Termination

Convenience

A. The MERC may terminate this Contract, in whole or in part, at any time by 30 days written notice to the Contractor. Contractor shall be paid for work performed up to the time of termination.

B. Contractor shall submit its termination claim within 30 days of the effective date of termination. The claim must itemize the cost of and expenses for work performed up to the time of termination.

Default

A. The MERC may terminate this Contract for default by Contractor. Contractor is in default if it has materially breached this Contract and has not remedied the breach within three (3) days of Contractor's actual knowledge of the breach, or within such period as stated in MERC's written notice of the breach to Contractor. Material breach includes, but is not limited to, Contractor's failure to provide services within four (4) hours of request by the MERC's staff or failure to pay temporary personnel assigned to the MERC on time. The parties agree that the MERC shall retain the exclusive right to determine whether any action or failure of Contractor constitutes a material breach hereunder, and any such determination shall be conclusive and shall be binding upon the parties hereto.

B. The parties agree that the MERC shall retain the exclusive right to demand performance which is in all ways satisfactory to it, and that the MERC shall retain the exclusive right to determine whether performance is or is not satisfactory. In the event Contractor's performance hereunder is deemed unsatisfactory, the MERC shall have the right to terminate this agreement and all rights and obligations hereunder.

7. Workers' Compensation Coverage

Contractor certifies that Contractor has qualified for State of Oregon Workers' Compensation coverage for all Contractor's employees, either as a direct responsibility employer as provided by ORS 656.407 or as a contributing employer. Contractor agrees to maintain workers' compensation insurance coverage for the duration of this agreement. Failure to maintain workers' compensation insurance coverage at all times during the term of this agreement shall be cause for immediate termination of this agreement.

In addition to any liability insurance certifications required by the Contract, the Contractor shall provided to the MERC within 10 days after contract award a certificate of insurance evidencing coverage of all subject workers under Oregon's Workers' Compensation statutes issued by an insurance company satisfactory to the MERC. The certificate and policy shall indicate that the policy shall not be terminated by the insurance carrier without sixty (60) days advance written notice to the MERC.

8. Subletting or Assigning of Contracts

Contractor agrees that it shall not assign, sell, transfer or sublet its rights or delegate its responsibilities under this Contract in whole or in part without written consent of the MERC.

9. Law of Oregon

This Contract shall be governed by the laws of the State of Oregon. The Contract provisions required by ORS Chapter 279 to be included in public contracts are hereby incorporated by reference and shall become a part of this Contract as if fully set forth herein.

10. Discrimination Prohibited

In performance of this Contract, Contractor shall not discriminate against any employee or applicant for employment because of race, color, age, religion, sex or national origin. Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, age, religion, sex, or national origin. Such action shall include, but not be limited to: employment, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

11.

Disadvantaged Business Program

A. Contractor agrees to follow the policies and rules set out in the MERC's Request for Bids regarding Disadvantaged Business Enterprises and Women-Owned Business Enterprises for any and all subcontracts as they may relate to this Contract. The MERC's Disadvantaged Business Program by this reference is hereby fully incorporated as if fully set forth herein.

B. Contractor agrees to follow the MERC's target area first opportunity hiring policy which by this reference is hereby fully incorporated as if fully set forth herein.

C. Contractor shall provide reports on its compliance with the Disadvantaged Business Program and Target Area First Opportunity Hiring Policy every six months.

D. The MERC reserves the right, at all times during the period of this Agreement, to monitor compliance with the terms of the Disadvantaged Business Program, Target Area First Opportunity Hiring Policy and this Agreement.

12. Notices

Notices by the Contractor to the MERC regarding this agreement shall be made in writing to the Metropolitan Exposition-Recreation Commission in care of the Purchasing Coordinator, P. O. Box 2746, Portland, Oregon 97208.

Notices by the MERC to the Contractor hereunder shall be sent to
Jan Ellis, 2600 S.E. 98th, Portland, OR 97266.

13. Requirements Contract

This is a requirements contract. Contractor shall provide services as necessary to meet the MERC's requirements. The estimates shown on the Bid Form are estimates of the MERC's annual requirements. The MERC does not warrant that it will require any particular level of services from Contractor, and the MERC is not obligated to purchase services of the type covered by this Contract exclusively from Contractor.

14. Modification

Any modification of the provisions of this Contract shall be reduced to writing and signed by the parties.

CONTRACTOR:

THE OLSTEN CORPORATION
D/B/A OLSTEN TEMPORARY SERVICES

Name



By

ASSISTANT SECRETARY

Title

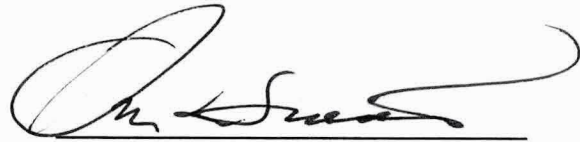
13-2610512

Social Security or Federal ID No.

METROPOLITAN EXPOSITION-
RECREATION COMMISSION:



Chair



Secretary-Treasurer

October 01, 1991

Date

APPROVED AS TO FORM:



Metropolitan Exposition-
Recreation Commission
General Counsel