



MEETING OF: June 27, 2017

TITLE: Approval of Temporary Employment/Recruitment Services in Excess of \$250,000 Using a Cooperative Contract

ITEM #: 22

Information:

Study:

Action: X

PURPOSE:

To approve the use of a Mohave Educational Services Cooperative Contract and the estimated expenditures for the return to work retirees and substitute employees for fiscal year 2018.

DESCRIPTION AND JUSTIFICATION:

The District intends to procure employee leasing services from Educational Services Inc. (ESI) using a Mohave Educational Services Cooperative Contract for return to work retirees and substitute employees. Expenditures for the current fiscal year are estimated to be \$17.6 million. Estimated expenditures for fiscal year 2018 are expected to be \$17 to 18 million. Board approval is required to continue these services using ESI through this Mohave Cooperative Contract.

The District currently uses ESI for these employee leasing services. Continued use of the Mohave Educational Services Contract is recommended. Purchasing has performed the due diligence on the resulting cooperative contract and has determined that the pricing is fair and reasonable and the competitive process that took place is in compliance with AZ Administrative Code R7-2-1041 - Competitive Sealed Proposals, and in accordance with R7-2-1191 - Cooperative Purchasing Authorized.

The FY 17-18 ESI/TUSD Staffing Agreement is attached for your review.

Anna Maiden, Chief Human Resource Officer, will be present to answer questions regarding the need for these services.

Kevin Startt, Director of Purchasing, will be present to answer questions regarding the cooperative procurement process.

BOARD POLICY CONSIDERATIONS:

Compliance with Governing Board Policy DJ, Purchasing Procedures

LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

X	District Budget
X	State/Federal Funds
X	Other
<u>Budget Cost</u>	<u>Budget Code</u>
estimated \$17 - \$18	Various site budgets, as needed
million per year	

Budget Certification (for use by Office of Financial Services only):

Date

I certify that funds for this expenditure in the amount of \$ are available and may be:

Authorized from current year budget


Authorized with School Board approval

Code: Fund:

INITIATOR(S):

Kevin Startt, Director of Purchasing	6/16/2017	
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:
Click to download
 17/18 ESI Agreement

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM
CONTINUATION SHEET