



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

DHHS - Social Services Division Board Action

File #: 22-367

Commissioner Brown - DHHS (Social Services Division) - To Authorize Bid Award for Temporary Staffing Services to Career Match Solutions

STAFF CONTACT

Angela Karchmer - Social Services Director - 704-862-7930

BUDGET IMPACT

Funds are budgeted in the FY22-23 budget for debt payments.

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

This sealed bid procedure was conducted for Temporary Staffing Services (Bid #2022-001). Due to large turnover and vacancies, temporary staffing services are used to assist with caseload balancing until permanent staff are hired and trained.

- Purchase and Service Contracts containing federal funds of any source, type or amount, must follow Uniform Guidance as codified in 2 C.F.R. Part 200. Per 2 C.F.R. § 200.320(b), Section 1: Sealed bids. A procurement method in which bids are publicly solicited and a firm-fixed price contract (lump sum or unit price) is awarded to the responsible bidder who bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price (eCFR, 2022).
- Bid was publicized on the County's website and on the NC DOA Historically Underutilized Businesses (HUB) site to meet the UG affirmative steps to solicit from M/WBE. Specifications were also broken up to allow maximum M/WBE participation. This Temporary Services bid was also advertised in the Gaston Gazette. All were advertised as a "Public Bid Opening" that referenced the date, time and location of bid opening.
- Three (3) sealed bids were received by the bid deadline of August 26, 2022 @ 11 a.m. Career Match Solutions was the lowest, responsive, responsible bidder for this solicitation. Mark up percentages and bill rates of bids received are as follows:

Continued on Page 2

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

NO.	DATE	M1	M2	CBrown	AFraley	BHovis	KJohnson	TKelgher	TPhilbeck	RWorley	Vote
2022-279	09/27/2022	AF	TK	A	A	A	A	A	AB	A	U

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A=AYE, N=NAY, AB=ABSENT, ABS=ABSTAIN, U=UNANIMOUS

Commissioner Brown - DHHS (Social Services Division) - To Authorize Bid Award for Temporary Staffing Services to Career Match Solutions
Page 2

Vendor Name	Spec #2: "ACCESS Transporter"	Spec #2: "Administrative Support Specialist I"
RedGov, Inc	% Mark Up: 42% Bill Rate: \$18.67-\$29.25/hour	% Mark Up: 42% Bill Rate: \$18.15-\$28.13/hour
Career Match Solutions	% Mark Up: 28% Bill Rate: \$17.04-\$6.97/hour	% Mark Up: 28% Bill Rate: \$16.36-\$6.96/hour
Medix	% Mark Up: 60% Bill Rate: \$30/hour	% Mark Up: 60% Bill Rate: \$22.75/hour

- Contract award approval is recommended to Career Match Solutions, as this firm is deemed to have the most advantageous bid taking into account the lowest pricing and submittal of all required documents referenced in Bid #2022-001. Specifications recommended for approval are:

Spec #1: ACCESS Transporter

Spec #2: Administrative Support Specialist I

- Contract with Career Match Solutions will reference a do not exceed amount of \$220,000. Budgets for each specification are as follows:

ACCESS Transporter: \$100,000

Administrative Support Specialist I: \$120,000

Contract total: \$220,000

POLICY IMPACT

N/A

ATTACHMENT

N/A