



COMMISSIONERS COURT
COMMUNICATION

COURT ORDER NUMBER	145091
PAGE 1 OF	16
DATE:	4/15/2025

**SUBJECT: RFP NO. F2024096 - ANNUAL CONTRACT FOR PAYROLL SERVICES
AND TEMPORARY LABOR - ELECTIONS ADMINISTRATION -
VARIOUS VENDORS - EXERCISE FIRST OPTION FOR RENEWAL -
SAME CONTRACT TERMS**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2024096, Annual Contract for Payroll Services and Temporary Labor, for the first optional twelve (12) month period, at the same contract terms.

BACKGROUND

On August 6, 2024, the Commissioners Court, through Court Order #143585, awarded RFP No. F2024096, Annual Contract for Payroll Services and Temporary Labor, for Elections Administration, to the following vendors:

Primary	Smith Temporaries Inc. d/b/a CornerStone Staffing
Secondary	22nd Century Technologies, Inc.
Alternate 1	Ad-A-Staff Inc.
Alternate 2	MMC Group, L.P.

The awards were based upon evaluation criteria set forth in the RFP specifications and contained options to renew for three (3) additional twelve (12) month periods.

The contract provides the Auditor's Office payroll team relief from the large volume of work required to process payroll payments for temporary workers hired during the various election cycles, provides personnel who have been vetted and background checked, and ensures all legal requirements are met regarding employment for temporary employees.

The vendors notified Purchasing in writing that they will extend the same contract terms through August 31, 2026. Elections Administration notified Purchasing in writing that they are pleased with the vendors and want to renew.

Therefore, it is the joint recommendation of Elections Administration and Purchasing that the Commissioners Court approve renewal of RFP No. F2024096, Annual Contract for Payroll Services and Temporary Labor, for another twelve (12) month period.

SUBMITTED BY	Purchasing	PREPARED BY:	Dallas Arter
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



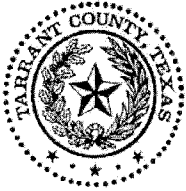
COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: 145091 DATE: 4/15/2025 PAGE 2 OF 16

FISCAL IMPACT

Expenses for last year were approximately \$4,388,638.00. Funding is available in the following accounts:

\$4,267,638.00	10000-2025 General Fund/1420000000 Elections/575612 Elections Contract Labor
\$121,000.00	10000-2025 General Fund/1420000000 Elections/575611 Contract Labor



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP
Assistant Purchasing Agent

February 25, 2025

Smith Temporaries, Inc.
d/b/a CornerStone Staffing
Miranda Emery
Managing Director of Key Accounts
3120 Sabre Blvd., Suite 130
Southlake, TX 76092

Re: RFP No. F2024096 - Annual Contract for Payroll Services and Temporary Labor

Miranda Emery,

Referenced RFP was for twelve (12) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of September 1, 2024, through August 31, 2025. The effective dates for the first renewal option will be September 1, 2025, through August 31, 2026.

Tarrant County Purchasing Department hereby extends an invitation to Smith Temporaries, Inc. d/b/a CornerStone Staffing to accept the first renewal option for an additional one (1) year period as the Primary vendor for this RFP. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2026.

☒ Yes, Smith Temporaries Inc. d/b/a CornerStone Staffing will accept the offer to extend the same contract terms through August 31, 2026.

☐ No, Smith Temporaries Inc. d/b/a CornerStone Staffing will not accept the offer to extend the same contract terms through August 31, 2026.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No
If yes, please return a listing of the participating entities with this letter.

In addition to the Renewal Letter, a completed 1295 must accompany your submission. You will find this at <https://www.ethics.state.tx.us/filinginfo/1295/>.

Please email your signed response.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dallas Arter", written over a horizontal line.

Dallas Arter
Senior Buyer
Tarrant County Purchasing

A handwritten signature in dark ink, appearing to read "Miranda Emery", written over a horizontal line.

Miranda Emery
Managing Director of Key Accounts
Smith Temporaries Inc.
d/b/a CornerStone Staffing

A handwritten date "2/25/2025" in dark ink, written over a horizontal line.

Date



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP
Assistant Purchasing Agent

February 25, 2025

22nd Century Technologies Inc.
Isha Sharma
Director of Contracts
8251 Greensboro Drive, Suite 900
McLean, VA 22102

Re: RFP No. F2024096 - Annual Contract for Payroll Services and Temporary Labor

Isha Sharma,

Referenced RFP was for twelve (12) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of September 1, 2024, through August 31, 2025. The effective dates for the first renewal option will be September 1, 2025, through August 31, 2026.

Tarrant County Purchasing Department hereby extends an invitation to 22nd Century Technologies, Inc. to accept the first renewal option for an additional one (1) year period as the Secondary vendor for this RFP. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2026.

☒ Yes, 22nd Century Technologies, Inc. will accept the offer to extend the same contract terms through August 31, 2026.

☐ No, 22nd Century Technologies. will not accept the offer to extend the same contract terms through August 31, 2026.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No
If yes, please return a listing of the participating entities with this letter.

In addition to the Renewal Letter, a completed 1295 must accompany your submission. You will find this at <https://www.ethics.state.tx.us/filinginfo/1295/>.

Please email your signed response.

Sincerely,

Dallas Arter

Isha Sharma

03/10/2025

Dallas Arter
Senior Buyer
Tarrant County Purchasing

Isha Sharma
Director of Contracts
22nd Century Technologies

Date



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP
Assistant Purchasing Agent

February 25, 2025

Ad-A-Staff Inc.
Sue Beets, CSP
Regional Vice President
704 Hunters Row Ct.
Mansfield, TX 76063

Re: RFP No. F2024096 - Annual Contract for Payroll Services and Temporary Labor

Dear Sue Beets,

Referenced RFP was for twelve (12) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of September 1, 2024, through August 31, 2025. The effective dates for the first renewal option will be September 1, 2025, through August 31, 2026.

Tarrant County Purchasing Department hereby extends an invitation to Ad-A-Staff, Inc. to accept the first renewal option for an additional one (1) year period as the Alternate 1 vendor for this RFP. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2026.

☒ Yes, Ad-A-Staff, Inc. will accept the offer to extend the same contract terms through August 31, 2026.

☐ No, Ad-A-Staff, Inc. will not accept the offer to extend the same contract terms through August 31, 2026.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If yes, please return a listing of the participating entities with this letter.

In addition to the Renewal Letter, a completed 1295 must accompany your submission. You will find this at <https://www.ethics.state.tx.us/filinginfo/1295/>.

Please email your signed response.

Sincerely,

Handwritten signature of Dallas Arter in black ink.

Dallas Arter
Senior Buyer
Tarrant County Purchasing

Handwritten signature of Sue Beets in black ink.

Sue Beets, CSP
Regional Vice President
Ad-A-Staff, Inc.

Handwritten date "2/26/2025" in black ink.

Date



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP
Assistant Purchasing Agent

February 25, 2025

MMC Group, LP
Teresa Rich
General Manager/CFO
105 Decker Court, Suite 1100
Irving, TX 75062

Re: RFP No. F2024096 - Annual Contract for Payroll Services and Temporary Labor

Teresa Rich,

Referenced RFP was for twelve (12) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of September 1, 2024, through August 31, 2025. The effective dates for the first renewal option will be September 1, 2025, through August 31, 2026.

Tarrant County Purchasing Department hereby extends an invitation to MMC Group, LP to accept the first renewal option for an additional one (1) year period as the Alternate 2 vendor for this RFP. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2026.

☒ Yes, MMC Group, LP will accept the offer to extend the same contract terms through August 31, 2026.

☐ No, MMC Group, LP will not accept the offer to extend the same contract terms through August 31, 2026.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If yes, please return a listing of the participating entities with this letter.

In addition to the Renewal Letter, a completed 1295 must accompany your submission. You will find this at <https://www.ethics.state.tx.us/filinginfo/1295/>.

Please email your signed response.

Sincerely,

Dallas Arter

Dallas Arter
Senior Buyer
Tarrant County Purchasing

Teresa Rich

Teresa Rich
General Manager/CFO
MMC Group, LP

02/27/2025

Date

Memorandum

To: Troy Havard

Dept: Elections Administration

From: Dallas Arter, Sr. Buyer, Purchasing Department

Date: 02/25/2025

Re: Renewal of RFP F2024096, Annual Contract for Payroll Services and Temporary Labor

The above referenced contract will expire on August 31, 2025. This contract included three (3) options to renew with the vendor for additional twelve (12) month terms. The first renewal term will commence September 1, 2025, and would expire August 31, 2026.

If you wish to exercise the first option to renew and continue this contract with the vendors listed below for twelve more months, please check the appropriate item and return this form no later than March 7, 2025

Primary – Smith Temporaries Inc. d/b/a CornerStone Staffing

Secondary – 22nd Century Technologies, Inc.

Alternate 1 – Ad-A-Staff Inc.

Alternate 2 – MMC Group, L.P.

☒ Yes, I wish to continue the current contract with the above-mentioned vendors for the first renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

575611 – 10000-2025 – 1420000000

575612 – 10000-2025 – 1420000000

☐ No, I do not wish to continue the current contract with the above-mentioned vendors for the following reason(s).

SIGNATURE: _____



DATE: 2/25/2025

RFP No. F2024096 Annual Contract for Payroll Services and Temporary Labor
Best and Final Offer Scores

Primary Award		Secondary Award	Alternate 1 Award	Alternate 2 Award	
Evaluation Criteria	Max Points	Score	Score	Score	
	Vendor Qualifications and Experience	250	206.30	118.80	168.80
	Financial Stability	100	50.00	60.00	50.00
	Proposed Approach and Management	100	85.00	47.50	50.00
	Employee Benefits Offered to Temporary Staff	100	76.67	66.67	60.00
Price	350	214.39	350.00	285.23	
References	100	66.67	26.67	53.33	
Total Score	1000	699.03	669.64	667.36	628.84

RFP No. F2024096 Annual Contract for Payroll Services and Temporary Labor
Best and Final Offer Scores

		COGENT Infotech Corporation Pittsburgh, PA HUB - No	
Evaluation Criteria	Max Points	Score	
Vendor Qualifications and Experience	250	125.00	
Financial Stability	100	30.00	
Proposed Approach and Management	100	50.00	
Employee Benefits Offered to Temporary Staff	100	56.67	
Price	350	324.68	
References	100	26.67	
Total Score	1000	613.02	

RFP No. F2024096 Annual Contract for Payroll Services and Temporary Labor
Initial Scores

		Smith Temporaries Inc. d/b/a CornerStone Staffing Southlake, TX HUB - Yes	COGENT Infotech Corporation Pittsburgh, PA HUB - No	Ad-A-Staff Inc. Mansfield, TX HUB - Yes	22nd Century Technologies, Inc. McLean, VA HUB - No
Evaluation Criteria	Max Points	Score	Score	Score	Score
Vendor Qualifications and Experience	250	206.30	125.00	168.80	118.80
Financial Stability	100	50.00	30.00	50.00	60.00
Proposed Approach and Management	100	85.00	50.00	50.00	47.50
Employee Benefits Offered to Temporary Staff	100	76.67	56.67	60.00	66.67
Price	350	186.71	350.00	245.71	283.00
References	100	66.67	26.67	53.33	26.67
Total Score	1000	671.35	638.34	627.84	602.64

Notes: No-bids were received from Advantis Medical Staffing, LLC, Human Capital International, LLC, and General Datatech, LP.

RFP No. F2024096 Annual Contract for Payroll Services and Temporary Labor
Initial Scores

		MMC Group, L.P. Irving, TX HUB - Yes	Openwork LLC Austin, TX HUB - No	Abacus Corporation Baltimore, MD HUB - No	LanceSoft, Inc. Herndon, VA HUB - No
Evaluation Criteria	Max Points	Score	Score	Score	Score
Vendor Qualifications and Experience	250	175.00	175.00	118.80	131.30
Financial Stability	100	60.00	50.00	60.00	60.00
Proposed Approach and Management	100	57.50	45.00	55.00	25.00
Employee Benefits Offered to Temporary Staff	100	70.00	63.33	70.00	56.67
Price	350	203.82	175.63	219.77	215.03
References	100	26.67	66.67	23.33	50.00
Total Score	1000	592.99	575.63	546.90	538.00

RFP No. F2024096 Annual Contract for Payroll Services and Temporary Labor
Initial Scores

		ICON Information Consultants, LP Houston, TX HUB - Yes			
Evaluation Criteria	Max Points	Score	Score	Score	Score
Vendor Qualifications and Experience	250	143.80	143.80	143.80	168.80
Financial Stability	100	60.00	0.00	0.00	0.00
Proposed Approach and Management	100	42.50	63.80	57.50	60.00
Employee Benefits Offered to Temporary Staff	100	63.33	60.00	56.67	73.33
Price	350	177.62	237.33	225.73	186.14
References	100	43.33	0.00	16.67	0.00
Total Score	1000	530.58	504.93	500.37	488.27

RFP No. F2024096 Annual Contract for Payroll Services and Temporary Labor
Initial Scores

		Harris-Jones Staffing & Recruiting, LLC Houston, TX HUB - Yes	InfoStride, Inc. San Jose, CA HUB - No	Abba Staffing and Consulting Inc. Grapevine, TX HUB - No	Management Recruiters of Fort Worth-Southwest Arlington, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score
Vendor Qualifications and Experience	250	137.50	131.30	131.30	162.50
Financial Stability	100	0.00	0.00	0.00	60.00
Proposed Approach and Management	100	45.00	27.50	40.00	57.50
Employee Benefits Offered to Temporary Staff	100	63.33	73.33	40.00	76.67
Price	350	187.93	216.52	179.25	76.95
References	100	46.67	26.67	73.33	0.00
Total Score	1000	480.43	475.32	463.88	433.62

RFP No. F2024096 Annual Contract for Payroll Services and Temporary Labor
Initial Scores

		System Soft Technologies, Inc. Tampa, FL HUB - Yes	BPrep Services Arlington, TX HUB - Yes	Vidhwan Inc. d/b/a E- Solutions San Jose, CA HUB - Yes	Diskriter, Inc. Pittsburgh, PA HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score
Vendor Qualifications and Experience	250	143.80	125.00	75.00	131.30
Financial Stability	100	0.00	0.00	0.00	60.00
Proposed Approach and Management	100	35.00	62.50	32.50	50.00
Employee Benefits Offered to Temporary Staff	100	66.67	43.33	56.67	56.67
Price	350	155.60	117.99	228.54	81.95
References	100	26.67	63.33	13.33	6.67
Total Score	1000	427.74	412.15	406.04	386.59

RFP No. F2024096 Annual Contract for Payroll Services and Temporary Labor
Initial Scores

		Goodwill Industries of Fort Worth Fort Worth, TX HUB - No		Exclusive Staffing Fort Worth, TX HUB - Yes	
Evaluation Criteria	Max Points	Score	Score		
Vendor Qualifications and Experience	250	68.80	93.80		
Financial Stability	100	0.00	0.00		
Proposed Approach and Management	100	17.50	20.00		
Employee Benefits Offered to Temporary Staff	100	36.67	43.33		
Price	350	143.69	142.82		
References	100	60.00	0.00		
Total Score	1000	326.66	299.95		



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2024096 - Annual Contract for Payroll Services and Temporary Labor - Elections Administration - Various Vendors - Exercise First Option for Renewal - Same Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes _____ No ✓

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes _____ No ✓

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.
