



**METROPOLITAN
TRANSPORTATION
COMMISSION**

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Memorandum

TO: Administration Committee
FR: Executive Director
RE: Purchase Order Amendment: Project-based Agency Staffing Services - Blackstone Technology (\$107,800)

DATE: May 4, 2011
W.I.: 1153

Staff recommends the Committee approve a purchase order amendment for \$107,800 with Blackstone Technology for staffing services for a total amount not to exceed \$207,800 in FY 2010-11.

MTC contracts with several temporary staffing agencies to provide services for various operational programs including the Funds Management System (FMS), Transit-Oriented Development (TOD), Lifeline, 511, Translink, FasTrak, ATCAS, Motorist Aid, arterial operations, and regional streets and roads activities. The agencies are selected following a competitive recruiting effort which involves reaching out to multiple agencies to locate the best qualified staff member for the project. Staff is requesting to add funding through June 30, 2011 for the FMS Application Developer and the GroupWise System support.

Staff recommends that this Committee authorize the Executive Director or his designee to enter into a purchase order amendment with Blackstone Technology for an additional \$107,800 to provide project-based staffing support. Funding for this amendment is included in the FY 2010-11 Agency Operating Budget.

Steve Heminger

SH:TGAttachment

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REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.: 1161/1515

Vendor: Blackstone Technology Group, San Francisco, CA

Work Project Title: Project-based Staffing Services

Purpose of Project: To provide project-based staffing services

Brief Scope of Work: Provide project-based Agency Services:

- GroupWise Systems Suppot (\$58,800) TDA Funded
- FMS Applications Developer (\$49,000) PPM Funded

Project Cost Not to Exceed: \$107,800 Amendment; Total Purchase Order NTE \$207,800

Funding Source: TDA (1153) and PPM (1515)

Fiscal Impact: Included in FY 2010-11 Agency Budget

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order amendment to Blackstone to provide project-based staffing services and the Chief Financial Officer is directed to set aside \$107,800 in FY 2010-11 funds for such purchase order amendment.

Administration Committee:

Scott Haggerty, Chair

Approved: Date: May 11, 2011