

Date: 6/25/24

COMPETITION EXCEPTION REPORT (CER)

Competition exception is the decision to purchase without competition through the use of bidding, formal solicitation, request for qualification, or a request for proposal when competition is available. Examples necessitating the use of a CER include when competition is solicited but no satisfactory offers are received, preventing a lapse in service delivery, use of another vendor would result in incompatibility with existing conditions, goods or services are being used in an ongoing project, or a new good or service would require considerable time and training from staff.



SOLE SOURCE

Only one vendor possesses the unique and singularly available capability to meet the requirement such as technical qualifications, ability to deliver based on distribution restrictions, or when only one supplier is practicably available. A sole source letter from the vendor should be provided when applicable.



**Use of CER or Sole Source does not negate or take the place of a contract.*

Procurement Contact: Allie Wadsworth

Total Cost: 310000

Department Contact: Leslie Fortney

VENDOR NAME:

Morgan Hunter

COMMODITY/SERVICE DESCRIPTION:

Contract (temporary) staffing services ☐

JUSTIFICATION:

Morgan Hunter specializes in full-service contract placement with an Accounting/Finance, Human Resources, IT, Sales, and Marketing/Operations focus. Their flexible contract-to-hire options, efficiency through the selection process, as well as the quality of their candidates has added value and contributed to the overall quality of city services. Morgan Hunter has existing, successful placements in HR and Customer Service who have been trained and who provide continuity of service delivery.

Morgan Hunter will handle For Contract/Contract-to-Hire positions, the hourly bill rate will include all payroll and administrative costs. Administrative costs include background checks, drug screening upon request, candidate screening, any insurance benefits and time off pay per Morgan Hunter's internal policies.

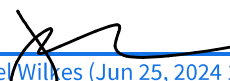
Erin Vader


Erin Vader (Jun 25, 2024 15:33 CDT)

Department Director



Procurement Manager (Economy Director Designee)


Michael Wilkes (Jun 25, 2024 16:15 CDT)

City Manager
(Required over \$25,000)