



City of San Antonio

Agenda Memorandum

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In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
FINANCE DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Troy Elliott, CPA, Deputy Chief Financial Officer

COPIES: Audit and Accountability Committee; Ben Gorzell, CPA, Chief Financial Officer; Kevin Barthold, City Auditor

SUBJECT: Pre-Solicitation Briefing for Temporary Staffing Services RFP

DATE: March 17, 2020

The Human Resources Department presented a pre-solicitation briefing on Temporary Staffing Services on January 21, 2020. Shortly after, it was brought to staff's attention that federal funds were utilized for some of the purchases on the current Temporary Staffing Services contracts. Award of these contracts predate the most recently updated Office of Management and Budget (OMB) Super Circular requirements regarding use of federal funds which were implemented in October 1, 2018.

The Finance Department brought the item back before the Audit and Accountability Committee on February 18, 2020 to discuss the OMB Super Circular requirements as well as the implications for application of the City's Local Preference Program and potential impacts to City contracts in which both federal and non-federal funds are expended. Specifically, the briefing discussed the upcoming city-wide solicitation for Temporary Staffing Services and the application of the Local Preference Program.

Staff will provide a recommendation to the Audit and Accountability Committee for soliciting contracts with federal and non-federal funding sources while maintaining compliance with OMB guidelines.