



# AGENDA REPORT


**TO:** Jestin D. Johnson  
City Administrator

**FROM:** Mary Hao  
Director of Human  
Resources Management

**SUBJECT:** SUPPLEMENTAL - Temporary  
Staffing Service Agencies  
Agreements Extension and Name  
Correction

**DATE:** March 12, 2025

City Administrator Approval

  
Jestin Johnson (Mar 14, 2025 10:30 PDT)

Date: Mar 14, 2025

## **RECOMMENDATION**

**Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Extend The Professional Services Agreements with Howroyd-Wright Employment Agency, Inc. D.B.A. AppleOne Employment Services, HR Management Corp, Inc., And TemPositions, Inc. For A One-Year Term (December 1, 2025 to December 1, 2026) in An Amount Not to Exceed \$50,000 Per Agreement and Increasing the Contract Value For Contract Year 2024-2025 In An Amount Not to Exceed \$50,000 Per Agreement Resulting in a Six-Year Term For a Total Amount Not to Exceed \$600,000.00 For Each Agreement; and Amending Resolution 89841 To Correct The Name Of HR Management, Inc., To HR Management Corp, Inc.**

## **REASON FOR SUPPLEMENTAL**

At the March 11, 2025 Finance Management Committee meeting, the Human Resources Management Department staff was asked to prepare a supplemental report on the local hiring practices of the three temporary personnel services agencies that are pending a contract amendment with the City of Oakland, Howroyd-Wright Employment Agency, Inc. D.B.A. AppleOne Employment Services, HR Management Corp, Inc., and TemPositions, Inc.

The department reached out to each of the three temporary personnel services provider and the following is the information they have provided:

- **HR Management Corp, Inc.:** Mr. Clarence Hunt, President of HR Management Corp, Inc. shared that his organization is a small, locally owned, human resources and staffing company headquartered in Oakland since 2002. Since that time, Mr. Hunt has shared that HR Management Corp, Inc. has provided jobs to hundreds of Oakland residents. Currently, HR Management Corp, Inc. has 2,300 employees, 53% of which is comprised of Oakland residents.

HR Management Corp, Inc. has an Oakland First Policy: Oakland First sourcing, hiring and placement. Specifically, when job requisitions are received from clients, they search their database to refer and place Oakland residents first.

City Council  
March 18, 2025

HR Management Corp, Inc. is also certified with Alameda County as a small local business and certified with Bart as a Disadvantaged Business Enterprise (DBE). The DBE designation is important as it aligns with the City's race and equity goals and initiatives.

- AppleOne Employment Services: Ms. Lynette Walker Thomas, Executive Account Manager for AppleOne Bay Area and Central Valley Region shared that their organization makes it a priority to recruit local talent whenever possible. AppleOne Employment Services understands the importance of building a strong, sustainable workforce that reflects the diverse and vibrant community of Oakland.
- TemPositions, Inc.: Ms. Liz Truitt- Beam, Managing Director of TemPositions' San Francisco office, shared that their organization has almost 1,100 candidates available for work, who are Oakland residents. TemPositions has the capacity to target specific geographies, like the City of Oakland, for their sourcing efforts. TemPositions prefers to submit Oakland residents as candidates for jobs in the City, although there may be times when there are other qualified candidates they submit for consideration, who reside in the surrounding cities.

#### **ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Extend The Professional Services Agreements with Howroyd-Wright Employment Agency, Inc. D.B.A. AppleOne Employment Services, HR Management Corp, Inc., And TemPositions, Inc. For A One-Year Term (December 1, 2025 to December 1, 2026) in An Amount Not to Exceed \$50,000 Per Agreement and Increasing the Contract Value For Contract Year 2024-2025 In An Amount Not to Exceed \$50,000 Per Agreement Resulting in a Six-Year Term For a Total Amount Not to Exceed \$600,000.00 For Each Agreement; and Amending Resolution 89841 To Correct The Name Of HR Management, Inc., To HR Management Corp, Inc.

For questions regarding this report, please contact LARA WILLIAMS, ADMINISTRATIVE SERVICES MANAGER, at (510) 238-6676.

Respectfully submitted,



MARY HAO  
Director/Human Resources Management  
Department

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Human Resources Management Department