

Contract Summary

PERSONNEL AGENCIES

AWARDED SUPPLIER: Adroit Partners

CONTRACT NUMBER: K-16-00959

Effective Date: July 1, 2016

Expiration Date: June 30, 2021

Exclusive: Yes

HUB Vendor: Yes

PRODUCTS AND SERVICES

This UH contract is for personnel agency services. Adroit Partners will provide temporary/contract, contract-to-hire, direct-hire staffing solutions and payroll services. Adroit Partners is approved and qualified to fulfill staffing requirements for all departments.

SUPPLIER CUSTOMER SERVICE CONTACT INFORMATION

On-site Account Manager: Yvonne Thomas

Phone Number: 713-743-5627

Email Address: contact.uhs@adroitpartners.net

Website: www.adroitpartners.net/

PRICING

Adroit Partners provides discounted pricing for staffing services. Pricing information is available once a job order requisition is submitted and approved.

HOW TO UTILIZE THE CONTRACT

In order to procure services against this contract, divisions and departments should follow these steps:

1. Divisions and departments must complete the Adroit Job Requisition form. The form is located on the UH Human Resources website at <https://uh.edu/human-resources/talent-acquisition/temps/adroit-order-request/>
2. A certified signatory and cost center number is required for all staffing request. Adroit Partners will complete the on-boarding process for selected candidate(s) and start times may vary.
3. As an added value service, Adroit Partners can provide software testing and training to UH faculty and staff at no additional cost. To learn more about Adroit Partners, visit their website at www.adroitpartners.net/

ADDITIONAL INFORMATION

This contract summary describes the key elements of the agreement.

Contract Manager:

Connie Kemp

Executive Director, Human Resources Services