



Legislation Text

File #: 24-0004, Version: 1

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award for Option Year Two on Contract 20-390.2, Staffing Services, to Addison Group, Pace Systems, and Stivers Staffing for an amount not to exceed \$600,000

DEPARTMENT: Human Resources

SUBMITTED BY: Blaine Wing

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

The City contracts with multiple temporary staffing agencies to ensure continuous coverage of various positions when regular staff may be out for an extended period of time, or a position needs to be filled for other reasons. Staffing agencies are able to offer talent, ranging from IT-related staff to general labor, and each agency works with the City to ensure a qualified candidate is placed at a competitive cost.

The City Council awarded Contract 20-390 to Addison Group, Pace Systems, Sentinel Technologies, and Stivers Staffing for a two-year term from January 1, 2021, to December 31, 2022, with a completion date of December 31, 2022, with two, one-year extensions.

The first Option Year was approved, Legistar file #22-1567, for Addison, Group, Pace Systems and Stivers Staffing from January 1, 2023, to December 31, 2023.

DISCUSSION:

It is the City's intent to initiate a new RFP and contract in 2024 for Staffing Services. In the interim, the request is to utilize the option year available on the existing Contract 20-390 for Staffing Services.

This contract is used on an as-needed basis for multiple departments across the City. The accounts listed below are to be used as a retainer for future services and monies may be allocated from these accounts if, and when, services are needed.

The term of the second Option Year is January 1, 2024, to December 31, 2024, with one, one-year extension remaining.

FISCAL IMPACT:

Contract staffing costs are expensed from respective departments budgets as they are utilized to fill

required vacancies. A combined total of \$542,528 is approved for known temporary staffing services across the funds as listed below for FY2024. The requested award exceeds the budget by \$57,472; however excess above budgeted amounts are funded through personnel vacancies and as such, the requested award is accommodated within the budget.

Account Number	Fund Description	Total Budget Amount
*1100-531305	General Fund	\$201,958
*1300-531305	Electric Utility Fund	\$206,785
*1500-531305	Water Utility Fund	\$133,785