



City of San Antonio

Agenda Memorandum

File Number:20-5588

Agenda Item Number: 23.

Agenda Date: 10/1/2020

In Control: City Council A Session

DEPARTMENT: Human Resources

DEPARTMENT HEAD: Lori Steward

COUNCIL DISTRICTS IMPACTED: City-Wide

SUBJECT: Temporary Staffing Services Contract Extension

SUMMARY:

An ordinance extending contracts with Labor on Demand, Inc., Stability Staffing and Consulting, LLC, and Tri-Starr Group, to provide temporary staffing services to the City as pay per use by City Departments in accordance with the FY21 Adopted Budget, which includes \$2,821,086.00 in funding for temporary services. Extension of the temporary staffing services contracts is requested for one year due to delays related to COVID -19 and for staff to evaluate and prepare the next temporary staffing services RFP.

BACKGROUND INFORMATION:

Various City departments currently use temporary services through the existing temporary services contract approved by City Council on November 19, 2015. The term of the original contract was for three (3) years, beginning December 20, 2015 and ending December 19, 2018, with the option to renew for two additional one-year periods, subject to and contingent upon funding by City Council. The City renewed for two additional one-year periods and the current contract will expire on December 20, 2020.

This ordinance will extend the contracts under existing terms and conditions with Labor on Demand, Inc., Stability Staffing and Consulting, LLC, and Tri-Starr Group, beginning December 20, 2020 and terminating on December 19, 2021, to provide temporary staffing services to various City departments.

Over the last year, Human Resources has been working with departments to evaluate use of temporary staffing agencies and determine if other alternatives are viable such as using City temps for seasonal programs or requesting new positions for programs historically staffed with temporary employees. During the FY21 Budget process, staff recommended authorization of 65 new position for multiple departments traditionally staffing long-term programs with temporary agency staff. With approval of the FY21 Budget, new full-time positions will be created and temporary agency staffing will be reduced.

ISSUE:

Extension of these contracts will allow City departments to continue to use temporary staffing services on a short-term basis as needed. The City is in the process of changing the way temporary staffing is authorized and utilized. This extension will allow adequate time to finalize these procedures and prepare the next RFP.

ALTERNATIVES:

Should this contract not be approved, Human Resources would recruit and manage all temporary staffing needed for the City, resulting in increased time to fill and potentially disruption in City services.

FISCAL IMPACT:

This ordinance extends contracts with Labor on Demand, Inc., Stability Staffing and Consulting, LLC, and Tri-Starr Group, to provide temporary staffing services to the City as pay per use by City departments, under the same terms and conditions. The FY 2021 Adopted Budget includes \$2,821,086.00 of funding for temporary services across all departments and funds. Each department will be responsible to pay for their assigned temporary employees from monies already appropriated in their department's budget. No additional budget appropriations will be made as a result of these contracts.

RECOMMENDATION:

Staff recommends approval of this ordinance to extend contracts with Labor on Demand, Inc., Stability Staffing and Consulting, LLC, and Tri-Starr Group, beginning December 20, 2020 and terminating on December 19, 2021, to provide temporary staffing services to various City departments.