



Legislation Text

File #: 20-0036, **Version:** 1

Consider and take action on a resolution authorizing a contract amendment with Meador Staffing for temporary staffing services (Director of Finance)

Approval of this item will allow the City to continue to use the existing contract with Meador Staffing for temporary staffing needs through March 31, 2020. Historically, the Meador Staffing contract has primarily been used for temporary employees at the animal shelter, with minimal use by other departments. Due to issues with the Utility Billing conversion, and the need for the creation of a call center, the \$50,000 threshold has been exceeded. Given there are two months remaining on the current contract, and there is the potential for temporary staffing needs, staff is requesting an amendment to the contract for a total of \$75,000.

Utility Billing temporary call center:

- Implemented after software conversion created billing issues;
- Used to provide additional customer service to assist customers with billing related questions;
- Existed from June 10, 2019 through September 20, 2019;
- Staffed approximately 4 temporary employees, 40 hours per week (revised as customer calls decreased);
- Total cost- \$39,127.13.

Attachments.

1. Data Sheet
2. Proposed Resolution
3. Exhibit A - First Amendment with Meador Staffing
4. Original Contract
5. Vendor Report Card

CONTRACT ORIGINATION: Original Contract- Meador Staffing; Amendment- City Attorney

FUNDING

{X} Funds are available from Account Various, depending upon department need.

{ } Requires Budget Amendment to transfer from Account # _____ to Account # _____

{ } NOT APPLICABLE

STRATEGIC PLANNING

{ } Addresses Strategic Planning Critical Success Factor # _____ and Initiative # _____

{X} NOT APPLICABLE