



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Human Resources
Department No.: 064
For Agenda Of: March 19th, 2019
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Maria Elena De Guevara, Human Resources Director, 568-2817
Director(s)
Contact Info: Don Nguyen, Business Manager, 568-2823

SUBJECT: First Amendment to Agreement between County of Santa Barbara and Crossroads Staffing for Temporary Personnel Services

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- A. Approve, ratify and authorize the Chair to execute the First Amendment to Board Contract #BC19071. The amendment increases the contract amount by \$50,000 for the remainder of the current fiscal year and extends the contract term to 6/30/2020 and increases the total contract value by an additional \$225,000 for a total contract value of \$450,000; and
- B. Determine that the County's economic interests are served by such a contract, pursuant to Government Code Section 31000.4, by meeting immediate administrative staffing needs that arise suddenly and cannot be met through the County's extra help hiring process; and
- C. Determines pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(4) that the above action is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and therefore is not a project subject to environmental review.

Summary Text:

Countywide usage of this contract has been higher than originally anticipated, which requires this amendment to increase the contract value by \$50,000 for the remainder of the current fiscal year. Given the proven demand and satisfaction with the vendor we are also recommending an extension of the contract term through June 30, 2020 and an increase in the contract value of \$225,000 for a total contract amount of \$450,000. This amendment leaves all other terms and conditions unchanged. The contract provides a not to exceed amount and does not commit the County to any minimum level of spending.

Background:

County departments utilize temporary employment services to fill short term, often unanticipated or emergency staffing needs such as filling behind an employee with a sudden illness or meeting the needs of a peak workload. California Government Code Section 31000.4 authorizes the use of temporary employees to a period of no more than 90 days.

Performance Measure:

NA

Fiscal and Facilities Impacts:

Budgeted: Yes **Fiscal Analysis:**

The County is under no obligation to purchase any minimum level of temporary services. Departments use of temporary services is paid for through their current budget allocations.

Key Contract Risks:

Risk to the County is limited. As the employer of record Crossroads is required to carry General Liability, Workers' Compensation, and Unemployment Insurance for the temporary workers. The agreement allows the County to dismiss any staff provided by the vendor for unsatisfactory performance or behavior. The County has used the vendor successfully for several years with no significant issue.

Staffing Impacts:

Legal Positions:

0

FTEs:

0

Special Instructions: Please return one copy of each executed agreement to Human Resources attention Tracy Rogers.

Attachments:

Attachment A: First Amendment to Agreement between County of Santa Barbara and Crossroads Staffing for Temporary Personnel Services

Authored by: Don Nguyen

cc: