



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** July 7, 2022

Staff Contact: Carol Akers, Purchasing & Contracts Administrator and Sheri Russell, Chief Financial Officer

Agenda Title: For Possible Action: Discussion and possible action regarding temporary staffing services for Fiscal Year (“FY”) 2023 utilizing State of Nevada joinder contracts 99AWC-NV21-7576 with Marathon Staffing Group, Inc. (“Marathon”), 99AWC-NV21-7577 with Manpower Temporary Services (“Manpower”) and 99AWC-NV21-7575 with Acro Service Corporation (“Acro”), for a total not to exceed amount of \$1,088,647. (Carol Akers, cakers@carson.org and Sheri Russell, srussell@carson.org)

Staff Summary: The State of Nevada issued a request for proposals for temporary employment services in December 2020 and awarded contracts to Marathon, Manpower and Acro. Staff has reviewed the contracts and recommends joining on all three. This will provide a wide selection of temporary staffing needed throughout the City for FY 2023. The not to exceed amount of \$1,088,647 will be funded from hourly and project accounts of various City Departments and Elected Offices, and comprises a base amount of \$1,000,577, plus an \$88,070 contingency to cover any unforeseen needs throughout FY 2023.

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the joinder contracts as presented.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

In past years, the City’s budgeting and actual expenditures for temporary staffing were as follows:

	Budgeted	Spent
FY 2022	\$1,227,407	\$702,950 (Through 6/14/2022)
FY 2021	\$1,000,000	\$1,088,679
FY 2020	\$1,250,000	\$ 709,881

The three joinder contracts to be utilized, detailed below, each expire on June 30, 2025:

Contract # 99AWC-NV21-7575 between the State of Nevada and Acro

Contract # 99AWC-NV21-7576 between the State of Nevada and Marathon

Contract # 99AWC-NV21-7577 between the State of Nevada and Manpower

https://purchasing.nv.gov/Contracts/Documents/Temporary_Employment_Services/

This is an annual request. The purchase amount exceeds \$50,000 and therefore requires Board of Supervisors' approval.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.195

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: See attached spreadsheet.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: Each department will manage their temporary staffing budgets. FY 2023 expenditures are not anticipated to exceed \$1,088,647. The current total FY 2023 budget is \$1,000,577, plus an additional \$88,070 in contingency for any unforeseen needs throughout the year. Additional funding needs for temporary staffing would be brought before this Board, as necessary.

Alternatives

Do not approve joinder contracts and/or provide alternative direction to staff.

Attachments:

[FY 2023 Temp Staffing Budget Summary.pdf](#)

[Temporary Staffing percentages.pdf](#)

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)

Org	Object	Dept	Description	2020 Actual	2021 Actual	2022 Revised Budget *	2022 Actual (6-14-2022)	2023 Revised Budget
1010300	500125	Treasurer	TEMPORARY STAFFING	\$ 657.55	\$ -	\$ -	\$ -	\$ -
1010500	500125	DA's Office	TEMPORARY STAFFING	-	4,383.27	-	-	-
1010701	500125	Finance	TEMPORARY STAFFING	19,976.85	-	-	-	-
1012512	500125	Fire Ops	TEMPORARY STAFFING	11,785.07	-	-	-	-
1012515	500125	Fire Prev.	TEMPORARY STAFFING	22,056.42	1,842.29	-	-	-
1012520	500125	Fire Training	TEMPORARY STAFFING	429.31	-	632.00	-	632.00
1012705	500125	Juvenile	TEMPORARY STAFFING	4,424.88	-	-	-	-
1012800	500125	Alt. Sentencing	TEMPORARY STAFFING	-	3,300.49	-	28,986.52	-
1013012	500125	Engineering	TEMPORARY STAFFING	15,588.09	123.60	15,000.00	824.34	15,000.00
1013015	500125	GIS	TEMPORARY STAFFING	-	-	1,900.00	237.31	1,900.00
1013034	500125	Facilities	TEMPORARY STAFFING	3,898.27	98.88	5,000.00	-	5,000.00
1013904	500125	Landfill	TEMPORARY STAFFING	81,457.85	55,858.71	100,000.00	37,581.94	100,000.00
1014700	500125	Courts	TEMPORARY STAFFING	80,104.13	28,702.48	94,859.00	1,691.36	-
1015012	500125	Parks Admin	TEMPORARY STAFFING	65,671.09	65,884.00	13,884.00	(64.74)	13,884.00
1015018	500125	Parks: YSA	TEMPORARY STAFFING	8,772.35	31,589.04	-	-	-
1015054	500125	MAC	TEMPORARY STAFFING	2,970.18	202.46	42,000.00	-	-
1015057	500125	Recreation	TEMPORARY STAFFING	-	1,323.10	-	-	-
1016200	500125	Library	TEMPORARY STAFFING	38,252.30	14,405.74	37,000.00	660.98	37,000.00
1016800	500125	Health	TEMPORARY STAFFING	16,572.21	1,520.59	7,500.00	857.01	7,500.00
2086550	500125	Supp. Indigent	TEMPORARY STAFFING	15,946.40	22,532.29	25,000.00	22,962.00	-
2326200	500125	Business Dev.	TEMPORARY STAFFING	7,267.68	-	-	-	-
2545012	500125	QofL- Maint.	TEMPORARY STAFFING	16,154.34	29,034.98	60,761.00	-	60,761.00
2563038	500125	Street Maint.	TEMPORARY STAFFING	100,674.45	104,668.18	120,000.00	46,539.87	120,000.00
2750600	500125	Grant- ARPA/CARES	TEMPORARY STAFFING	9,992.94	24,190.40	-	-	-
2756574	500125	Grant - Welfare	TEMPORARY STAFFING	8,204.64	9,880.74	-	8,868.88	-
2756800	500125	Grant - Health	TEMPORARY STAFFING	68,477.75	557,919.43	991,951.00	526,615.83	20,000.00
2802020	500125	Commissary	TEMPORARY STAFFING	9,878.16	8,244.56	15,000.00	1,218.72	15,000.00
5012525	500125	Ambulance	TEMPORARY STAFFING	7,972.20	3,568.95	15,000.00	-	15,000.00
5103201	500125	Wastewater	TEMPORARY STAFFING	4,434.70	11,127.38	20,000.00	549.56	20,000.00
5203502	500125	Water	TEMPORARY STAFFING	48,912.49	79,424.21	75,000.00	23,909.23	75,000.00
5251414	500125	Building Permits	TEMPORARY STAFFING	16,901.05	22,037.12	38,000.00	-	25,000.00
5305067	500125	Cemetery	TEMPORARY STAFFING	661.17	238.56	1,500.00	-	1,500.00
5603025	500125	Fleet	TEMPORARY STAFFING	8,834.59	6,577.92	14,400.00	1,511.29	14,400.00
6027505	500125	Redevelopment	TEMPORARY STAFFING	12,951.51	-	13,000.00	-	13,000.00
				\$ 709,880.62	\$ 1,088,679.37	\$ 1,707,387.00	\$ 702,950.10	\$ 560,577.00

*Prior to any augmentations proposed at the June 16th meeting.

			Health Roll-forward	440,000.00
			Contingency 10% 3 year average	88,070.00
	\$	709,880.62	2020	
		1,088,679.37	2021	
		843,540.12	2022	
	\$	880,700.04	3 year average	<u><u>\$ 1,088,647.00</u></u>

Contract for Services of Temporary Staffing

Staffing Agency	Contractor Recruitment	City Recruitment	Employee Tax/Benefit Cost Fees (included in %)
Marathon Staffing Group, Inc.	Hourly + 29.8%	Hourly + 24.9%	18.3%
Manpower	Hourly + 34%	Hourly + 25%	21.28%
Acro Service Corporation	Hourly + 33.45%	Hourly + 23.45%	18.925%