



Office of the City Manager

CONSENT CALENDAR
January 31, 2023

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: Aram Kouyoumdjian, Director of Human Resources
Subject: Contract: AppleOne Employment Services for Temporary Staffing Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract with AppleOne Employment Services for Temporary Staffing Services, in the amount of \$250,000 for the period of February 1, 2023 through July 31, 2023.

FISCAL IMPACTS OF RECOMMENDATION

One-time funding in the amount of \$250,000 paid for by all departments from various funding sources included in the FY 2023 Adopted Budget as a citywide contract.

CURRENT SITUATION AND ITS EFFECTS

Due to recruitment and retention problems facing the Department and the City, which have an unknown duration, it is critical that the Departments have alternatives in place to ensure work can progress and that there is continuity of operations. The volume of work facing Departments currently lack resource capacity.

BACKGROUND

Departments are in the midst of a number of large projects, assignments or make sufficient promotions that disrupt the completion of work. With vacancies and ongoing placement of employees in open positions, additional immediate staffing is needed to sustain vital services for the City. The salary savings from recent open City positions would fund these temporary staffing services.

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental effects or opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

AppleOne has provided outstanding services when the City has had temporary staffing needs. They are responsive and have a great selection of temporary staff available on short notice.

Contract: AppleOne Employment Services

CONSENT CALENDAR
January 31, 2023

ALTERNATIVE ACTIONS CONSIDERED

None

CONTACT PERSON

Jessica Lewis, Assistant Management Analyst, 510-981-6824

Attachments:

1. Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: APPLEONE EMPLOYMENT SERVICES FOR TEMPORARY STAFFING SERVICES

WHEREAS, the Human Resources Department conducts recruitments and maintains employment lists of qualified individuals for career and temporary positions; and

WHEREAS, City departments may require additional administrative, clerical, technical, or professional temporary staff to augment its existing resources to deliver services and provide administrative support; and

WHEREAS, if there are no available candidates from existing employment lists, City departments may use a temporary staffing agency to obtain limited-term temporary staff; and

WHEREAS, expenditures for these services will be paid from a variety of funding sources in budgets of individual operating departments when temporary staffing services are required.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a Contract with AppleOne Employment Services in the amount of \$250,000. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

