

- **Board of Directors**

March 14, 2000 Board Meeting

9-11

Subject

Amendment to Agreement No. 1026 with Westaff (USA), Inc. to Continue to Provide Technical Services at the Diamond Valley Lake Project.

Description

The Diamond Valley Lake Project (DVLP) field coordination staff utilizes temporary services from Westaff (USA), Inc. to perform hourly field service labor. This staff has been trained over several years and is experienced in Metropolitan procedures and responsive to the immediate demands of the project. Staff duties include maintenance of land areas and landscape features, security and logistics support for tour and public activities, maintenance and repair of buildings and structures, and light construction in support of lands and facilities management.

Additional Westaff work requirements have developed this year not anticipated during preparation of the annual work plan. Certain requirements, such as the dedication ceremony and cleanup in advance of the rapid filling of the reservoir have immediate deadlines, which preclude the use of alternative forces. These activities require experienced crews that Metropolitan can rely on for proficiency, safety and security reasons.

Other options were evaluated, such as use of other existing agency temporary labor agreements and it was determined that Westaff is the only resource with jobsite familiarity, having the necessary experience to meet immediate needs. It was considered inappropriate to subcontract these labor services through existing construction contracts.

The existing Westaff agreement would be amended by \$250,000 to cover the following tasks:

Dedication Ceremony. This event will cover a 3-week period during which the site must be prepared for the reception, dedication ceremony and open house conducted over a 3-day period from March 17-19; a follow-on open house conducted the weekend of March 25-26; and cleanup during the third week. Up to 60 Westaff personnel would prepare the dedication site, and perform security, communications support and traffic control activities for the ceremony, some during overtime hours. The cost of this effort is estimated at \$152,000, and is part of the DVLP approved budget.

Expedited Site Cleanup and Preparation. The early and rapid reservoir fill has caused an acceleration of the reservoir floor cleanup, removal of structures, utilities and trees, and related work. The cost of this effort is estimated at \$98,000 and is a part of the DVLP approved budget.

The current contract with Westaff provides for expenditures up to \$2,500,000 in the current contract year ending March 25, 2000. This amendment will increase the contract amount to \$2,750,000. In the future, the contract will be reviewed to consider continuing these services an additional contract year.

Policy

Administrative Code Article 8117: Professional and Technical Services. This article was amended per Board approval on June 7, 1999, allowing the General Manager to enter into and amend agreements with employment services agencies in an amount up to \$2,500,000. This agreement will exceed that amount by \$250,000.

Board Options/Fiscal Impacts

Option #1

Authorize the General Manager to amend Agreement No. 1026 with Westaff (USA), Inc. by an additional \$250,000 to complete the work required to prepare for and conduct the Diamond Valley Lake dedication ceremony and to meet the accelerated schedule for cleanup of the reservoir valley floor in advance of reservoir fill.

Fiscal Impact: \$250,000 expenditure of appropriated funds.

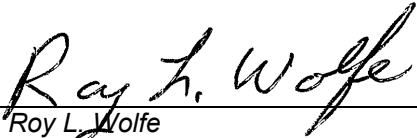

Option #2

Maintain the existing contract amount of \$2,500,000 and obtain the necessary services from an alternate temporary services agency. Training and added supervision of new personnel would add inefficiency to the reservoir fill and dedication ceremony activities, with no apparent cost benefit.

Fiscal Impact: The cost of alternate services may be higher than Westaff costs considering the inefficiency of hiring and training of new personnel.

Staff Recommendation

Option #1: Authorize the General Manager to amend Agreement No. 1026 with Westaff (USA), Inc. to prepare for and conduct the Diamond Valley Lake dedication ceremony and related events, and to meet the accelerated schedule for cleanup of the reservoir valley floor in advance of reservoir fill. This would increase the current contract amount by \$250,000, to a revised contract amount of \$2,750,000, and is a part of the DVLP approved budget.

 _____ Roy L. Wolfe Acting Manager, Corporate Resources	2/22/2000 _____ Date
 _____ Ronald R. Jester General Manager	2/29/2000 _____ Date