



# Authorize Three Temporary Agency Labor Agreements

Organization, Personnel and Technology Committee

Item 8-5

November 10, 2015

# Current Action

- Authorize the General Manager to enter into three one-year temporary agency skilled labor agreements, with up to four annual renewal options in an amount not to exceed \$325,000 per year for each agreement

# Why Agency Temporary Employees?

- Water System Operations augments existing staff with skilled craft labor for specific projects
- Provides flexible, immediate, short-term resources to manage peak workload for:
  - Long-term absences of regular employees
  - Shutdown support
  - Emergency repairs
  - Operational maintenance
- Less than 1% of WSO labor budget

# How It Works

- Temporary agency responsibilities
  - Screening, testing, verifying certifications and licenses, background checks
  - Ensuring workers are trained and qualified to meet request
- Terms of employment
  - Limited to 6 months
  - Prevailing wage rates
  - Not eligible for expense reimbursement

# How Agencies Were Selected

- Request for Proposal, June 2015
- RFP sought skilled craft labor support:
  - Carpenters
  - Electricians
  - Machinists
  - Mechanics
  - Welders
  - Pipe fitters
  - Heavy equipment operators
- Four proposals received

# Recommended Firms

- Three firms recommended:
  - Grafton Inc.
  - Johnson Services Group
  - Premier Personnel Resources
- Combined they will provide flexibility and variety of skilled labor
- Two of the three firms are Small Business Enterprises

# Board Options

- Option #1

- Adopt the CEQA determination
- Authorize the GM to enter into labor agreements for agency temporary skilled labor with
  - Grafton Inc., not to exceed \$325,000 per year;
  - Johnson Services Group, not to exceed \$325,000 per year;
  - Premier Personnel Resources, not to exceed \$325,000 per year

# Board Options

- Option #2
  - Reject all proposals and do not authorize the GM to enter into agency temporary labor agreements



# Staff Recommendation

- Option #1



# Agency Temporary Utilization Process

WSO Manager identifies needs

Written justification

Duration, craft & quantity

Request send to HR Agreement Administrator

HR notifies Temp Agency

Agency fills request

Resource dispatched to job site

6 month limited assignment per individual