

## **R-26**

January 18, 2022

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach

California

### RECOMMENDATION:

Authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 33651 with Howroyd Wright Employment, Inc., dba AppleOne Employment Services, of Long Beach, CA, for temporary staffing services, to increase the contract amount by \$1,759,500, for a new contract amount not to exceed \$20,417,500, and extend the term of the contract to July 1, 2022. (Citywide)

### DISCUSSION

City Council approval is requested to amend Contract No. 33651 with Howroyd Wright Employment, Inc., dba AppleOne Employment Services (AppleOne), to continue temporary staffing services, to increase the contract amount by \$1,759,500, and extend the term of the contract for an additional six months to July 1, 2022.

On December 16, 2014, the City Council awarded a contract AppleOne to provide temporary staffing services, in an annual contract amount not to exceed \$2,750,000, for a period of two years, with the option to renew for three additional one-year periods. On December 19, 2017, the City Council approved a contract increase, for a revised total annual contract amount not to exceed \$3,519,000. On January 19, 2021, the City Council renewed the contract for an additional one-year period. The contract expired on January 4, 2022.

The proposed amendment will ensure continuity of services without disruptions and provide adequate time for the Department of Human Resources, with the assistance of the Purchasing Division in the Financial Management Department, to complete a formal procurement process.

This matter was reviewed by Principal Deputy City Attorney Gary J. Anderson on December 16, 2021, Business Services Bureau Manager Tara Mortensen on December 7, 2021, and by Revenue Management Officer Geraldine Alejo on December 16, 2021.

### TIMING CONSIDERATIONS

City Council action to amend Contract No. 33651 is requested on January 11, 2022, to ensure continuity of services.

FISCAL IMPACT

The requested amendment will extend the term of the contract for six months through July 1, 2022. The requested action also increases contract authority by \$1,759,500 for a revised total contract amount not to exceed \$20,417,500. The contract is budgeted in various funds and departments. Each temporary staffing position filled under this agreement will be funded by the requesting department, as the need arises. Each department is responsible for payment of services rendered and managing the expenditures within their budgets. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. Approval of this recommendation will provide continued support to our local economy by assisting with the preservation of temporary employment assignments for approximately 450 AppleOne employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOE AMBROSINI  
DIRECTOR OF HUMAN RESOURCES

APPROVED:



THOMAS B. MODICA  
CITY MANAGER