

TOWN OF PALM BEACH

Information for Town Council Meeting on: November 10, 2020

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA Finance Director

FROM: Dean Mealy, CPPO Town Purchasing Manager

RE: Resolution to Approve Additional Funding to Spur Employment, Inc. in the Annual Amount of \$524,000, **Resolution No. 126-2020**

DATE: 29 October 2020

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 126-2020 to approve additional funding to Spur Employment, Inc. in the annual amount of \$524,000.

WHY THIS ACTION IS REQUIRED

When ITB 2019-26 was issued for a contract period of October 1, 2019 through September 20, 2024, departments identified anticipated contract needs to support their respective department operations. Since the inception of the awarded contract, usage has increased to support vacancies vs. hiring a Town Employee or outsourced services that were cheaper to bring back in house with the supplement of a contract employee.

This action is required to support funding of contracted positions through the end of FY21 for three departments; Recreation, Police and Fire.

This action includes a contingency of \$100,000 for unforeseen vacancies or special projects.

GENERAL INFORMATION

When ITB 2019-26 was awarded, the Town went from paying a 37.27% markup to a 22% markup with Spur Employment Inc.

Contract employees receive no benefits from the Town. They are paid from the temporary agency.

The initial Resolution No. 92-2019 was awarded for \$449,400 annually. The Resolution was for five years based on satisfactory performance and annual budget authorization. The five year potential award was \$2,247,000.

A secondary Resolution No. 37-2020 for Spur Employment Inc. was approved in June 2020, for an additional \$123,575 to address parking enforcement contract employment.

Contract employees supplement the following operations:

- Contractual labor for Golf Course Pro Shop (both inside and outside staffing)
 - Approximately twelve (12) positions
- Contractual labor for Golf Course Maintenance
 - Approximately seven (7) positions
- Contractual labor for Club House Maintenance
 - Approximately one (1) position
- Contractual labor for Recreation Center
 - Approximately twelve (12) positions
- Contractual labor for Tennis Center
 - Approximately seven (7) positions
- Contractual labor for Mechanical and Vehicle Technician for Police
 - Approximately two (2) positions
- Contracted Lifeguards
 - Approximately two (2) positions
- Contracted Parking Enforcement Officers
 - Approximately four (4) positions

This will be the third Resolution to encompass all identified requirements for contract employees for the remainder of FY21. This same funding level for Spur Employment Inc. will be noted for FY22 and FY22 based on satisfactory performance and budget authorization. The new annual cumulative amount will be \$1,096,975.

This number is derived from the following:

| | | |
|----------------------------------|---------------------------------|------------------|
| Resolution No. 92-2019 | Awarded Amount | \$449,400 |
| Resolution No. 37-2020 | Awarded amount | \$123,575 |
| Proposed Resolution No. 126-2020 | Requested Additional Funding of | <u>\$524,000</u> |
| New Annual Contract Amount | | \$1,096,975 |

FUNDING/FISCAL IMPACT

Funding for these positions will respectfully be from the user department, Recreation, Fire and Police.

USER DEPARTMENT REVIEW

This item has been reviewed by Recreation, Fire and Police and approved as recommended.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

Attachments

cc: Carolyn Stone, Director Business Development and Operations
Darrel Donatto, Fire Rescue Chief & Director of Emergency Management
Nicholas Caristo, Police Chief
Duke Basha, Assistant Purchasing Manager
Eric Shibley, CPPB, Senior Buyer