



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 8

Section Name: {{section.name}}

File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Public Works Department
MEETING DATE: September 16, 2019

SUBJECT:
Wastewater Treatment Plant On-Call Temporary Staffing Agreement - Amendment

RECOMMENDATION:

Approve Amendment No. 2 to the agreement with waterTalent LLC, for a nine-month extension of on-call temporary staffing services for the Wastewater Treatment Plant in the amount of \$200,000 for a revised not-to-exceed amount of \$580,000, including a previously approved contingency of \$20,000; and authorize the Public Works Director to execute the amendment and change orders within the contingency amount in substantially the form presented.

BACKGROUND:

The City continues to face staffing challenges at the Wastewater Treatment Plant (WWTP), with multiple vacancies over the past several years. In October 2018, staff contracted with waterTalent, a temporary staffing agency, to provide qualified, certified wastewater operators. The City has successfully filled several vacant positions that had been staffed under this agreement; however, staff is requesting the nine-month extension of the existing agreement with waterTalent to address any future vacancies that may occur.

BUDGET IMPACT:

The total revised contract amount, including contingency, will not exceed \$580,000. Professional consulting services for on-call temporary staffing for the WWTP were not planned for in the operating budget; however, overall savings in the WWTP operating budget, including salary savings from vacant positions, will be utilized to absorb the cost of this extension.

waterTalent LLC	Amendment Cost	Contingency Total	Agreement Total
Original Contract Amount	--	--	\$360,000
Amendment No. 1	No Cost	\$20,000	\$360,000
Amendment No. 2	\$200,000	\$20,000	\$560,000

ENVIRONMENTAL DETERMINATION:

This amendment is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Amendment No. 2

Exhibit A: Scope of Services

Exhibit B: Project Schedule

Exhibit C: Fee Schedule

STAFF CONTACT

Azalea Mitch, Deputy Director

amitch@cityofsanmateo.org

(650) 522-7309

Brad Underwood, Director of Public Works

bunderwood@cityofsanmateo.org

(650) 522-7303