

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: September 10, 2014

Board Item: II-A-7

**First Amendment for Temporary Employment Services
Contract # 14739A**

Action by Consent

Action

Information

Denver Water requires temporary staffing services to provide staffing when regular employees are on leave, when special projects require additional personnel, or to handle seasonal peak demands. Human Resources entered into Contract No. 14739A, dated March 13, 2013, with Colorado Network Staffing, Inc. for temporary employment services. The contract amount of \$300,000 was intended to cover non-routine staffing needs. A total of \$1.25 million to cover anticipated and scheduled temporary employees needed for 2014 was included in various divisions' payroll budgets.

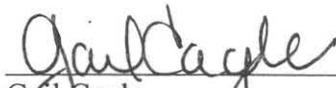
Toward the end of 2013, the regulations interpreting the Affordable Care Act became final. In essence, temporary employees who worked longer than four months would be considered full-time and would have to be included in Denver Water's health care plan. In response to the regulation, the Personnel Policies were amended to define a temporary worker as one working no longer than four months, and to provide that workers expected to work longer would be hired through a staffing agency. During 2014, longer term temporary workers have been hired through Colorado Network Staffing. HR receives the invoices and charges the expense to the appropriate division. However, the amount in the contract was not amended to reflect this change in operations. The proposed contract amendment will reflect the full cost of the temporary workers hired through the agency, even though the funds will continue to come from the budgets of individual divisions. There is no budget impact resulting from this change in the contract because sufficient funds have been budgeted within division budgets.

Recommendation:

It is recommended that the Board authorize the additional funds in the amount of \$1,250,000 to Contract No. 14739A with Colorado Network Staffing, Inc. for a total contract amount not to exceed \$1,550,000.00.

Approvals:

Respectfully submitted,



Gail Cagle
Director of Human Resources



James S. Lochhead
CEO/Manager



Terri Bryant
Controller