

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: April 14, 2010

Board Item: V-E-7

Approval of Contract with J. Kent Staffing, Inc.

Action by Consent

Action

Information

This Board item requests approval of contract #12733A between Denver Water and J. Kent Staffing, Inc. for one year ending March 31, 2011, in the amount of \$495,000.

Background

Denver Water contracts regularly with temporary service agencies to provide staffing when regular employees are on leave, or to work on special projects. One of the benefits of using a temporary agency for certain work assignments is vacancy savings that are realized by not hiring permanent employees. On average, Denver Water spends about \$50,000.00 per year for these services.

Human Resources recently issued a RFP from temporary agencies to provide staffing and payroll services to Denver Water. The process concluded on March 26, 2010 and resulted in the selection of J. Kent Staffing, Inc.

The increased amount requested for this contract is the result of changes in Denver Water's policies governing the types of temporary workers hired and the length of time those workers can be engaged. In 2009 the category of Project Employee was eliminated, and the length of time a Denver Water temporary employee could be hired was restricted to two years. However, there were several projects underway that relied on the people in those categories. In order to retain the required expertise after the policy changes, those employees were transferred to a temporary staffing agency. The Division most impacted by the changes was Engineering.

In addition to the \$53,000 requested to hire temporary staffing for other Divisions, an additional \$442,000 is needed to cover Engineering's costs for one former project employee, two Denver Water temporaries who are needed for longer than the two year restriction, and two Denver Water retirees whose knowledge and expertise were needed for certain projects. The funds for Engineering's temporaries have been budgeted through that Division and will be transferred to pay J. Kent Staffing, Inc. for their payroll services. The \$53,000 requested for other temporary staffing needs is in addition to the \$150,000 approved in the 2010 budget. The majority of the budgeted funds have been used to cover the costs of the Engineering employees described above during the first quarter of this year.

Recommendation:

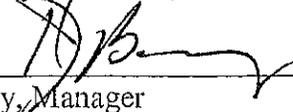
It is recommended that the Board approve contract #12733A with J. Kent Staffing, Inc. in the amount of \$495,000, and to approve a variance to the 2010 temporary services budget in the amount of \$53,000.

Approvals:

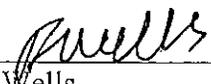


Director of Human Resources

Respectfully submitted,



H. J. Barry, Manager



Patricia L. Wells,
General Counsel