



# AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING  
Meeting Date: May 21, 2019

Agenda Item 6-L  
Approvals:  
City Manager \_\_\_\_\_  
Dept. Head DR  
Attorney \_\_\_\_\_  
Finance [Signature]

**Department:** Utilities  
**Prepared By:** David Rebensdorf, Utilities Director DR

**Subject:** **APPROVAL OF A SECOND AMENDMENT TO THE PROFESSIONAL SERVICE AGREEMENTS WITH AQUA STAFFING AND AEROTEK, INC. FOR TEMPORARY ON-CALL AS-NEEDED STAFFING.**

**Fiscal Impact:** Yes. There is adequate funding to continue the Agreements for a maximum of \$150,000 to be funded from salary savings. To date, \$60,234 has been spent for temporary staffing under these Agreements.

**Summary:** Staff recommends the City Council approve the Second Amendments to the Professional Services Agreements with Aqua Staffing and Aerotek, Inc. to continue to provide as-needed temporary staffing for the Utilities Department.

**Background:** The Utilities Department currently has Professional Services Agreements in place with Aqua Staffing and Aerotek, Inc. for on-call, temporary staffing services to keep the City compliant with regulatory requirements. These contracts were originally set up to reduce the time needed to hire temporary staff to cover situations when staffing shortfalls occur due to vacancies, leaves of absences, and during recruitments. The original Agreements were set up for a combined maximum amount of \$150,000 to be funded from salary savings. Utilities is requesting an extension of approximately one year for each contract to allow continued use of these services when needed.

**Recommended Action:** STAFF RECOMMENDS THAT the City Council:

1. Approve and authorize the Mayor to execute, Amendment No. 2 to Contract C16-57 by and between the City of San Clemente and Aerotek, Inc. extending the contract term to May 16, 2020.
2. Approve and authorize the Mayor to execute, Amendment No. 2 to Contract C16-58 by and between the City of San Clemente and Aqua Staffing extending the contract term to May 16, 2020.

**Attachments:** Second Amendments to the Professional Services Agreements with Aqua Staffing and Aerotek, Inc.

**Notification:** None.

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**SECOND AMENDMENT TO  
PROFESSIONAL SERVICES AGREEMENT FOR  
LICENSED STAFFING  
TEMPORARY SERVICES  
ON-CALL CONTRACT**

This Second Amendment to Professional Services Agreement for Licensed Staffing Temporary Services On-Call, (this "Second Amendment") is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the CITY OF SAN CLEMENTE, a California municipal corporation ("City"), and Aqua Staffing ("Contractor").

R E C I T A L S:

- A. City and Contractor entered into that certain Professional Services Agreement for Licensed Staffing Temporary Services On-Call (the "Original Agreement") on September 20, 2016.
- B. City and Contractor entered into that certain First Amendment to Professional Services Agreement for Licensed Staffing Temporary Services On-Call ("First Amendment") on December 4, 2018. The Original Agreement, as modified by the First Amendment, is hereinafter referred to as the "Agreement."
- C. City and Contractor desire to amend the Agreement in the manner provided hereinbelow.

C O V E N A N T S:

Section 1: Section 1.1 Term of the Agreement is hereby amended to extend the contract by changing the end date of the original agreement from April 30, 2019 to May 16, 2020.

Except as expressly amended by this First Amendment, the remaining portions of the Agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this Second Amendment to be duly executed on the respective dates set forth opposite their signatures.

CITY OF SAN CLEMENTE

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_, 20\_\_

ATTEST:

\_\_\_\_\_  
CITY CLERK of the City of  
San Clemente, California

Approved as to form:  
BEST BEST & KRIEGER

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Finance Authorization

\_\_\_\_\_  
("CONTRACTOR")

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_, 20\_\_

**SECOND AMENDMENT TO  
PROFESSIONAL SERVICES AGREEMENT FOR  
LICENSED STAFFING  
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This Second Amendment to Professional Services Agreement for Licensed Staffing Temporary Services On-Call, (this "Second Amendment") is made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the CITY OF SAN CLEMENTE, a California municipal corporation ("City"), and Aerotek, Inc. ("Contractor").

RECITALS:

- A. City and Contractor entered into that certain Professional Services Agreement for Licensed Staffing Temporary Services On-Call (the "Original Agreement") on September 20, 2016.
- B. City and Contractor entered into that certain First Amendment to Professional Services Agreement for Licensed Staffing Temporary Services On-Call ("First Amendment") on December 4, 2018. The Original Agreement, as modified by the First Amendment, is hereinafter referred to as the "Agreement."
- C. City and Contractor desire to amend the Agreement in the manner provided hereinbelow.

COVENANTS:

Section 1: Section 1.1 Term of the Agreement is hereby amended to extend the contract by changing the end date of the original agreement from May 16, 2019 to May 16, 2020.

Except as expressly amended by this First Amendment, the remaining portions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Second Amendment to be duly executed on the respective dates set forth opposite their signatures.

CITY OF SAN CLEMENTE

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_, 20\_\_

ATTEST:

\_\_\_\_\_  
CITY CLERK of the City of  
San Clemente, California

Approved as to form:  
BEST BEST & KRIEGER

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
("CONTRACTOR")

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Finance Authorization