

CONSENT ITEMS

RE: TEMPORARY LABORERS

DEPARTMENT: PUBLIC WORKS

PROGRAM: PROPERTY SERVICES (CURBSIDE LEAF COLLECTION)

RECOMMENDATION: We request authorization to use up to five (5) temporary laborers from the low bidder, Westside Personnel Services, for a five week period, on an as needed basis.

EXPLANATION: The curbside leaf collection program begins October 24th and will end December 2nd. Leaves are not scheduled for November 25-25 for the Thanksgiving holiday. Seven crews require 28 workers, each comprised of two drivers, a vacuum hose operator, and one raker. Currently, there are 24 full time Public Works employees available. Since 2005, we have supplemented our work force with temporary laborers. Factoring in for sick leaves and vacations, we are requesting approval to hire up to five (5) temporary laborers on an as needed basis. Below is a summary of three written quotes. We do not anticipate using these laborers beyond eight hours per day nor Saturdays/holidays. The selected vendor will provide background checks at no additional costs and their certificate of insurance. The total cost is based on using these temporary laborers beginning the second week of the 6-week season.

Bidders	Hourly Rate	Total Hours ⁽¹⁾ (5 persons x 23 days)	Cost
Westside Personnel Services	\$12.60	920	\$11,592.00
DES Staffing Services, Inc.	\$12.60	920	\$11,592.00
Labor Ready	\$16.99	920	\$15,630.80
Labor Finders	\$17.81	920	\$16,385.20
BUDGET			\$12,500.00

(1) 23 days per person.

Westside Personnel Services has provided temporary laborers for at least the past five (5) years.

SUBMITTED BY: GARY R. KRAMER, P.E., CITY ENGINEER/DIRECTOR OF PUBLIC WORKS

DATE: SEPTEMBER 19, 2016