



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JUNE 28, 2016**

FROM: OFFICE OF THE CITY MANAGER **WARDS: ALL**

SUBJECT: APPROVAL OF THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH REGIONAL GOVERNMENT SERVICES AUTHORITY FOR INTERIM HUMAN RESOURCES DIRECTOR SERVICES – NOT TO EXCEED \$167,400

ISSUE:

The issue for City Council consideration is approval of the First Amendment to the Professional Services Agreement for Interim Human Resources Director Services with the Regional Government Services Authority of Carmel Valley, California, for services through December 31, 2016, and a total not to exceed amount of \$167,400.

RECOMMENDATION:

That the City Council:

1. Approve the First Amendment to the Professional Services Agreement for Interim Human Resources Director Services with Regional Government Services Authority of Carmel Valley, California, in an amount not to exceed \$167,400 for the period May 31, 2016, to December 31, 2016.
2. Authorize the City Manager, or his designee, to execute the First Amendment to the Professional Services Agreement for Interim Human Resources Director Services, including making minor and non-substantive changes.

BACKGROUND:

The City's Human Resources Director separated from the City on June 2, 2016. To ensure effective and thorough transition of the Human Resources Department management until a permanent replacement is found, the City contracted with the Regional Government Services Authority for Interim Human Resources Director Services. The contract is for a total of \$27,000 for services from May 31, 2016, through July 1, 2016.

Interim Human Resources Director services are anticipated to extend to December 31, 2016 during the period of recruitment for a permanent replacement. The First Amendment to the Professional Services agreement extends the service period to December 31, 2016 for a total contract not to exceed \$167,400.

FISCAL IMPACT:

Of the total contract amount of \$167,400, \$27,000 will be expended in the current fiscal year (FY 2015-16) and \$140,400 in the next year (FY 2016-17). Expenditures will be captured in Human Resources Professional Services Account number 2100000-421000. Savings from vacated Human Resources Director position will be used to offset impacts to the Professional Services Account. Upon adoption of the FY 2016-2018 Two Year Budget, staff will work with the Finance Department to transfer funding from the personnel expenditures to account 2100000-421000.

Prepared by: Marianna Marysheva-Martinez, Assistant City Manager
Certified as to
availability of funds: Scott G. Miller, Interim Finance Director/Treasurer
Approved by: John A. Russo, City Manager
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Original Professional Services Agreement with Regional Government Services Authority
2. First Amendment to the Professional Services Agreement for Regional Government Services Authority