



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: MARCH 25, 2022

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER
BY: MARICELA HERNANDEZ, MMC, CPMC, CITY CLERK

**SUBJECT: AUTHORIZATION TO APPROVE AMENDMENT NO. 1, FOR
ADDITIONAL FUNDING IN THE AMOUNT OF \$40,000 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH APPLEONE
EMPLOYMENT SERVICES**

MEETING DATE: MARCH 30, 2022

SUMMARY RECOMMENDATION:

That the City Council approve Amendment No. 1 for additional funding in the amount of \$40,000 for existing Professional Services Agreement (PSA) with AppleOne Employment Services for temporary employees working at the City.

BACKGROUND:

On October 14, 2021, a Professional Services Agreement with AppleOne Employment Services in the amount of \$60,000 was approved by the City Manager for a one-year term for temporary employment services.

DISCUSSION/ANALYSIS:

This amendment is required to fund the current Professional Services Agreement (PSA) that was approved on October 14, 2021. The requested funding will cover expenses through the term of the current PSA which ends October 2022.

The additional funding is needed to cover temporary employment services of temporary employees at the Tennis & Swim Center and the Library who are assisting with vaccine verifications. In addition, the funding will cover temporary employment services for the receptionist (who is also doing vaccine verification) at City Hall and an executive assistant in the Community Development Department.

FISCAL IMPACT/SOURCE OF FUNDING:

Funding Source: 50-521-525200

REQUESTED ACTION:

Staff requests that City Council approve Amendment No. 1 for additional funding in the amount of \$40,000 to the existing Professional Services Agreement (PSA) with AppleOne Employment Services.

ATTACHMENTS:

A: Amendment No. 1 to Professional Services Agreement

B: Current Professional Services Agreement