



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1122

Meeting Date: 3/21/2023

TITLE:

INCREASE COMPENSATION TO VINCENT BENJAMIN GROUP, LLC AGREEMENT FOR TEMPORARY STAFFING SERVICES

DEPARTMENT: FINANCE/PURCHASING DIVISION

PRESENTED BY: CAROL MOLINA, FINANCE DIRECTOR

CONTACT INFORMATION: CAROL MOLINA, 714-754-5036

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the increase of an additional \$100,000 to the Vincent Benjamin Group, LLC agreement and revise language for temporary Citywide staffing services.
2. Authorize the City Manager and City Clerk to accept and execute future amendments to the agreement.

BACKGROUND:

In October 2020, the City of Costa Mesa began contracting for temporary staffing services for the Finance Department with Vincent Benjamin Group, LLC. The contract was for a one-year term not-to-exceed \$50,000 annually, with the option to extend the term of the contract for two additional one-year periods. On October 2021, the City and Vincent Benjamin exercised the extension options, extending the term through October 8, 2022 and increasing the annual compensation not-to-exceed \$100,000. Due to continued staffing needs, on October 2022 the City and Vincent Benjamin exercised the extension options, extending the term through October 8, 2023.

ANALYSIS:

The City currently has four temporary staff from Vincent Benjamin working in the Finance Department. Increasing the compensation on the agreement will allow other departments in the City to also use the temporary staffing services from Vincent Benjamin as currently it is projected the Finance Department will spend the \$100,000 annually.

ALTERNATIVES:

The City Council may decide to not approve the increase in the compensation and keep as is. However, this is not recommended due to staffing constraints Citywide.

FISCAL REVIEW:

The cost of the proposed compensation adjustments to Vincent Benjamin is \$100,000, which will be absorbed in the respective department/division's FY 2022-2023 budget.

LEGAL REVIEW:

The City Attorney's Office has reviewed this report and approves as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item is administrative in nature.

CONCLUSION:

Staff recommends the City Council:

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