



AGENDA REPORT

Economic Development

DATE:	June 7, 2022																
TO:	Chair Butt and Richmond Housing Authority Board of Commissioners																
FROM:	Nannette Beacham, Director of the Richmond Housing Authority (RHA) Thomas Omolo, Senior Management Analyst Nicole Lucero, Administrative Aide																
Subject:	Contract Amendment with Renoir Staffing																
FINANCIAL IMPACT:	<p>The cost associated with the contract will be drawn from the Housing Authority’s Public Housing Operating Subsidy and Capital Fund Grants.</p> <table border="1"> <thead> <tr> <th>Fiscal Year (FY)</th> <th>Account String</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="2">2022-2023</td> <td>44444191-400214</td> <td>\$ 79,800</td> </tr> <tr> <td>44545191-400214</td> <td>\$ 53,200</td> </tr> <tr> <td rowspan="2">2023-2024</td> <td>44444191-400214</td> <td>\$ 79,800</td> </tr> <tr> <td>44545191-400214</td> <td>\$ 53,200</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL</td> <td>\$ 266,000</td> </tr> </tbody> </table>	Fiscal Year (FY)	Account String	Amount	2022-2023	44444191-400214	\$ 79,800	44545191-400214	\$ 53,200	2023-2024	44444191-400214	\$ 79,800	44545191-400214	\$ 53,200	TOTAL		\$ 266,000
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PREVIOUS COUNCIL ACTION:	October 5, 2021																
STATEMENT OF THE ISSUE:	Richmond Housing Authority (RHA) staff is requesting the approval of a contract amendment with Renoir Staffing for as needed temporary staffing to continue providing basic services to Richmond Housing Authority (RHA) residents.																

RECOMMENDED ACTION:	ADOPT a resolution authorizing a contract amendment for as-needed temporary staffing services with Renoir Staffing, in the amount of \$266,000, for a total amount not to exceed \$596,000, and extending the term to June 30, 2024 – Richmond Housing Authority (Nannette Beacham 621-1300).
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DISCUSSION:

Richmond Housing Authority (RHA) is currently working with the Human Resources (HR) department to hire permanent staff. In the interim, RHA continues to require the use of a temporary staffing service agency to respond to maintenance work orders and administrative tasks. The requested contract amendment will allow the RHA to continue its response to these business needs in an efficient and timely manner. Additionally, RHA still faces staffing challenges, and the use of a temporary staffing agency is still needed.

The original procurement for Renoir Staffing involved a Request for Proposal (RFP) process. The RFP sought temporary staffing services in areas of administrative support, technical support, maintenance, property management, human resources, and finance. On July 16, 2019, the RHA Board approved Renoir Staffing as an approved temporary staffing service provider. The contract was subsequently extended to June 17, 2022.

The Renoir Staffing contract limit is now close to being exhausted, and their services have been satisfactory and are still needed. Therefore, City staff is requesting an increase in the contract payment limit by \$266,000, for a new total amount not to exceed \$596,000, and to extend the term of the agreement until June 30, 2024.

ATTACHMENTS:

- Attachment 1 – Resolution
- Attachment 2 – Contract Amendment 3
- Attachment 3 – Original Contract and Previous Contract Amendment