

VILLAGE OF LOMBARD  
REQUEST FOR BOARD OF TRUSTEES ACTION  
For Inclusion on Board Agenda

Resolution or Ordinance (Blue) \_\_\_\_\_ *Waiver of First Requested*  
Recommendations of Boards, Commissions & Committees (Green)  
Other Business (Pink) X

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: March 23, 2022 (COW)(B of T) April 7, 2022

TITLE: Motion to Waive Bids and Authorize the Village Manager or Human Resources Director to Contract with GovTemps, USA for Temporary Employee Services as Needed, NTE \$120,000 Annually for the Next (3) Three Years

SUBMITTED BY: Kathleen Dunne, HR Director

**FISCAL IMPACT:**

Amount of Award: NTE \$120,000 per year (101.120.510.75350)

**BACKGROUND/POLICY IMPLICATIONS:**

GovTemps, USA is currently providing coverage to the Human Resources, Clerk's Office and Community Development Departments. These agreements will need to be extended in order to continue services from GovTemps, USA. We are requesting to have Board authority to spend up to \$120,000 annually for temporary services that we can utilize for all departments if needed throughout the year. This would allow all departments to seek temporary coverage if needed during the year dues to staffing issues.

**RECOMMENDATION:**

Staff recommends the Village Board of Trustees authorize the Village Manager or Human Resources Director to contract with GovTemps, USA for temporary employee services as needed, NTE \$120,000 annually for the next (3) three years

Review (as necessary):

Village Attorney X _____	Date _____
Finance Director X _____	Date <u>3/30/22</u>
Village Manager X <u>Scott Niehaus</u>	

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.