

# FORSYTH COUNTY

## BOARD OF COMMISSIONERS

BRIEFING DRAFT

MEETING DATE: JUNE 4, 2020 AGENDA ITEM NUMBER: 7

**SUBJECT: RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT FOR TEMPORARY STAFFING SERVICES FOR THE SHERIFF'S OFFICE TO BRADLEY PERSONNEL, INC.  
(FORSYTH COUNTY SHERIFF'S OFFICE)**

### COUNTY MANAGER'S RECOMMENDATION OR COMMENTS:

### SUMMARY OF INFORMATION:

The Forsyth County Sheriff's Office is currently using Bradley Personnel for two (2) temporary positions in the Permits Unit, and has been using temporary agency positions from various vendors since March 2015 in order to address increases in workload. The increased work load is a result of elevated numbers of fingerprinting requests, pistol purchase permit requests and concealed carry permit requests.

Temporary agency "mark-up" rates:

Bradley Personnel: hourly rate +32.0%

Express Services: hourly rate +38.0%

Kelly Services: hourly rate +39.0%

The resolution authorizes execution of a contract in an amount not to exceed \$60,000 to Bradley Personnel, Inc., which has the lowest mark-up rate.

Employing contracted temporary positions is less expensive than employing full-time County positions. There are several reasons for this:

- Temporary positions do not receive paid holidays off (full-time employee would be compensated for 2,080 hours a year versus 1,990 hours under the proposed contract).
- To have a viable full-time employee, a Senior Office Assistant position is more advantageous. The temporary positions are paid at the same level as an Office Assistant classification- a savings of \$1.80 per hour, per position.
- The County fringe benefit rate for civilian positions is 42.45%. This is much higher than the temporary agency "mark-up" rate of 32%.
- Temporary positions are not participants in the County's health care fund, and therefore, significant amounts of potential medical claims risk is avoided. Risk is also reduced for potential workers compensation claims and other such liabilities.
- When the workload for a particular day is slow, a temporary employee can be sent home (unpaid). A full-time position would still be compensated, even during slow periods. The Permits Office does experiences frequent ebbs and flows in workload.

Funds are appropriated in the Fiscal Year 2020-2021 Sheriff's Office budget to cover the cost of this service contract.

ATTACHMENTS:  yes  no

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
COUNTY MANAGER

**RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT FOR  
TEMPORARY STAFFING SERVICES FOR THE SHERIFF'S OFFICE  
TO BRADLEY PERSONNEL, INC.  
(FORSYTH COUNTY SHERIFF'S OFFICE)**

**WHEREAS** the Forsyth County Sheriff's Office is currently using Bradley Personnel for two temporary positions in the Permits Unit since March 2015 as a result of increased applications and State regulatory changes; and

**WHEREAS** it is the recommendation of the County Manager and the Sheriff that Forsyth County authorize execution of a contract with Bradley Personnel, Inc., for temporary staffing services beginning July 1, 2020, through June 30, 2021, in an amount not to exceed \$60,000.00;

**NOW, THEREFORE, BE IT RESOLVED** by the Forsyth County Board of Commissioners that the County Manager and Clerk to the Board are hereby authorized to execute, on behalf of Forsyth County, a contract with Bradley Personnel, Inc., for temporary staffing services for the Forsyth County Sheriff's Office in an amount not to exceed \$60,000.00, subject to a pre-audit certificate thereon by the County Chief Financial Officer, where applicable, and approval as to form and legality by the County Attorney.

Adopted this 4<sup>th</sup> day of June 2020.