



Legislation Text

File #: 24-39, Version: 1

STRATEGIC PRIORITY: Government Performance & Financial Management
AGENDA DATE: February 28, 2024
COUNCIL DISTRICT(S): N/A
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Jack Ireland

SUBJECT

Authorize Supplemental Agreement No. 1 to exercise the first of two, one-year renewal options to the service contract with FMLASource, Inc. for Family Medical Leave Act services for the Department of Human Resources - Not to exceed \$190,500 - Financing: General Fund

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This Supplemental Agreement will provide for continued Family Medical Leave Act (FMLA) services for the Department of Human Services. This also provides for the managing and administering for both civilian employees and uniformed (Police and Fire) personnel. The administration services are compliant with all federal and state regulations as well as with the City's relevant policies and procedures.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a "living wage" rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. This contract renewal option includes the living wage of \$17.82.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 24, 2020, the City Council authorized a three-year service contract, with two one-year renewal options, to provide Family Medical Leave Act services for the Department of Human Resources with FMLASource, Inc. by Resolution No. 20-1006.

The Government Performance and Financial Management Committee will be briefed by memorandum regarding this matter on February 26, 2024.

FISCAL INFORMATION

Fund	FY 2024	FY 2025	Future Years
General Fund	\$190,500.00	\$0.00	\$0.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal
\$190,500.00	Other Services	23.80%*
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
0.00%	0.00%	\$0.00
• *This item reflects previous Business Inclusion and Development Policy M/WBE goal.		
• This contract does not meet the M/WBE goal.		
• FMLA Source, Inc - Non-local; Workforce - 0.00% Local		

OWNER

FMLA Source, Inc.

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