

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT  
MEMORANDUM  
6/7/2021

TO: FRAQMD BOARD OF DIRECTORS  
FROM: Christopher D. Brown, AICP, APCO  
SUBJECT: Authorize the APCO to enter into a two-year HR Services agreement with Regional Government Solutions (RGS) not to exceed \$35,000

---

RECOMMENDATION:

Authorize the APCO to enter into a two-year HR Services agreement with Regional Government Services (RGS) not to exceed \$35,000

ALTERNATIVE:

Provide direction to staff

BACKGROUND:

The District Administrative Services Officer currently serves at the District HR Department. Along with all her other duties it is very difficult to stay current with the ever-changing laws and regulations. Obviously, there are serious liabilities if the District does make an error dealing with an HR issue.

Regional Government Services is a Joint Powers Agency established in 2002 to provide a wide range of services to small agencies in California. Staff is proposing the District enter into a two-year contract with RGS for HR assistance. RGS would be available to the District "on call" for any HR issues that come up and would also assist in updating our HR policies and procedures.

The full scope of work is listed in the attached contract as Exhibit B.

The proposed contract is for services "as needed" so while \$35,000 is the not to exceed cost the actual cost will likely be significantly less.

The contract has been reviewed and approved by District Counsel.

FISCAL IMPACT:

The District has included this item in the draft FY 21/22 budget which is for consideration at this meeting.

#### LIST OF ATTACHMENTS

Attachment 1: Proposed Contract with RGS