



# Agenda Report

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## Consent

F.17.

7/11/2023

### Subject:

Approval to Advertise Request for Proposals for Seasonal and Temporary Staffing Services for the Parks and Recreation Department

### Fiscal Impact:

The Parks and Recreation Department has allocated \$1.8 million dollars in its budget for seasonal and temporary staffing services.

### Dept/Office:

Central Services Department/Parks & Recreation Department

### Requested Action:

It is requested that the Board of County Commissioners authorize Permission to Advertise a Request for Proposals (RFP) for seasonal and temporary staffing services for the Parks and Recreation Department and authorize the County Manager to execute all associated contract(s).

### Summary Explanation and Background:

The Parks and Recreation Department ("the Department") is requesting that Purchasing Services issue a competitive solicitation for contracted temporary and seasonal staffing. The Department requires seasonal recreation workers to accomplish programs and services which are temporary in nature, such as recreational aquatics, camps, special events, and associated support services. The contracted workers will be utilized throughout the Department.

The current contract for temporary and seasonal workers expires September 30, 2023.

### Clerk to the Board Instructions:



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

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July 12, 2023

**M E M O R A N D U M**

**TO:** Mary Ellen Donner, Parks and Recreation Director

**RE:** Item F.17., Approval to Advertise Request for Proposals (RFP) for Seasonal and Temporary Staffing Services for the Parks and Recreation Department

The Board of County Commissioners, in regular session on July 11, 2023, authorized permission to advertise RFP for seasonal and temporary staffing services for the Parks and Recreation Department; and authorized the County Manager to execute all associated contract(s).

Your continued cooperation is always appreciated.

Sincerely,

**BOARD OF COUNTY COMMISSIONERS**  
**RACHEL M. SADOFF, CLERK**

*Kimberly Powell*  
Kimberly Powell, Clerk to the Board

/tr

**cc:** Central Services  
Finance  
Budget