

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT  
MEMORANDUM  
4/8/2024

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

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RECOMMENDATION:

Authorize the APCO to enter into a new two-year HR and Transparent Government Services agreement with Regional Government Services (RGS) not to exceed \$35,000 with a proposed effective date of April 8, 2024.

ALTERNATIVE:

Provide direction to staff

BACKGROUND:

The District previously contracted with Regional Government Services for HR Services. The District and Regional Government Services propose a new contract to add the Transparent Government Services instead of amending the previous contract.

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 and Transparent Government Services. 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. RGS would also work with the District on developing a District-wide Records Management and Retention Policy that would include a process for responding to Public Records Act Requests.

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 FY 23/24 budget and will also include the funds in the upcoming fiscal year.

**LIST OF ATTACHMENTS**

Attachment 1: Proposed Contract with RGS