



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: August 15, 2016

Re: Internship and Financial Agreement with Job Point

Executive Summary

Authorizing the City Manager to execute an Internship and Financial agreement with Job Point, a Missouri nonprofit corporation. The agreement allows for 1 - 5 Job Point trainees to work with Public Works Street Maintenance division crews performing duties associated with heavy equipment operation and general street maintenance activities.

Discussion

Job Point is a local nonprofit organization specializing in preparing individuals to enter the workforce by providing education, training and employment assistance. The Public Works Street Maintenance division has successfully partnered with Job Point in the past by providing on-the-job training, working with the Street Maintenance crews on concrete, asphalt, and chip and seal maintenance projects.

The Internship and Financial agreement allows for 1 – 5 trainees to work on Public Works department projects, and authorizes Street Maintenance staff to determine the hours of work and project assignments. Job Point will provide the trainees and instructor(s) with all necessary protective equipment such as hard hats, safety glasses, safety vests and steel toed boots. The trainees will be required to follow all Public Works departmental safety rules and regulations, and Job Point will be responsible for providing Workers' Compensation insurance coverage for the trainees and instructor(s).

Staff intends to utilize two Job Point trainees at a maximum cost of \$26,220. Job Point will pay trainees \$7.65/hour, Missouri minimum wage, for each hour worked on Public Works projects. The city will be responsible for reimbursing Job Point for all wages and administrative fees (see Attachment A for a breakdown of costs). The Public Works Street Maintenance division has achieved success in finding and developing excellent long term employees through the Job Point program.

Fiscal Impact

Short-Term Impact: The maximum cost to Street Maintenance temporary employee budget is \$26,220.

Long-Term Impact: The agreement with Job Point expires one year from the date of execution.



Vision & Strategic Plan Impact

Vision Impacts:

Primary Impact: Education, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Strategic Plan Impacts:

Primary Impact: Social Equity, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Legislative History

Date	Action
4/15/2013	R77-13-Authorizing internship agreement with Job Point to allow highway/heavy construction trainees to work on Public Works Department projects.
06/07/2010	R110-10-Authorizing internship agreement with Job Point to allow highway/heavy construction trainees to work on PW projects.
03/16/2009	R60-09- Authorizing internship agreement with Job Point to allow highway/heavy construction trainees to work on PW projects.

Suggested Council Action

Authorize the City Manager to execute an Internship and Financial agreement with Job Point, allowing 1 – 5 trainees to work on Columbia Public Works department projects.