



## Legislation Text

---

**File #:** 13-1159, **Version:** 1

---

Resolution to Approve the Professional Services Agreement with The Azimuth Group, Inc. for Organizational Development (RFP No. 863; \$53,010.00)

Attached for your review and consideration is a resolution to approve an Agreement for Professional Services with The Azimuth Group, Inc. for professional services in the amount of \$53,010.00 for organizational development professional services.

A 15-person employee team has developed a scope of work and prepared the request for professional assistance. The project scope includes facilitation and consulting services to help design and develop a comprehensive organizational strategic plan. The consultant will assist the team with strategies and tactics to improve employee engagement, improve organizational alignment with the City's mission statement, and foster a cohesive organizational culture. The facilitation and consulting services are anticipated to be completed over an eighteen (18) month timeframe.

The City received nine (9) proposals in response to RFP 863. The selection committee consisted of staff from the Administrator's Office, Systems Planning, Parks, Human Resources Services, Information Technology, the Water Plant, and the Wastewater Treatment Plant. The selection committee evaluated the proposals and selected The Azimuth Group, Inc. using a qualifications-based selection process. The selection was based on Professional Qualifications, Similar Projects and References, Project Specific Approach and Work Plan.

The Azimuth Group, Inc. received Human Rights and Living Wage approval on September 17, 2013. Funds have been appropriated in the FY14 budget to cover projected costs for services for FY14 and are anticipated being included in the FY15 budget to cover the FY15 portion of the costs for services.

Prepared by: Sara Higgins, Assistant to the City Administrator

Reviewed by: Steven D. Powers, City Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, The City issued RFP 863 for organizational strategic planning professional services;

Whereas, Proposals in response to RFP 863 were received and evaluated by staff from the Administrator's Office, Systems Planning, Parks, Human Resources Services, Information Technology, the Water Plant, and the Wastewater Treatment Plant on a qualifications-based selection process

Whereas, The Azimuth Group, Inc. was selected based on their proposed Professional Qualifications, Similar Projects and References, Project Specific Approach and Work Plan;

Whereas, The Azimuth Group, Inc. will provide facilitation and consulting services to help design and develop a comprehensive organizational strategic plan over an eighteen (18) month timeframe over FY14-15;

Whereas, The Azimuth Group, Inc. received Human Rights and Living Wage approval on September

17, 2013; and

Whereas, Funds have been appropriated in the FY14 Non-Departmental Fund to cover projected costs for services for FY14 and are anticipated being budgeted in the FY15 budget to cover the FY15 portion of the costs for services;

RESOLVED, That City Council approve the Professional Services Agreement with The Azimuth Group, Inc, in the amount of \$53,010.00 without regard to fiscal year; and

RESOLVED, That the Mayor and City Clerk be authorized to sign the agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney, and to take any administrator actions necessary to implement this resolution.