



## Legislation Text

**File #:** 17-0925, **Version:** 1

Resolution to Approve a Professional Services Agreement with Municipal Consulting Services, LLC for a Non-Union Compensation Study (\$61,118.22)

The resolution before you requests approval of a contract with Municipal Consulting Services, LLC for a non-union compensation study.

Budget/Fiscal Impact: Funding for this project is budgeted and available in the approved FY18 Human Resources budget.

Request for Proposals (RFP) #987 was issued in October 2016. Twelve responses were received from the following companies:

- ☐ Arthur J. Gallagher & Co.
- ☐ ASE
- ☐ CBIZ Compensation Consulting Services
- ☐ Group Del
- ☐ Gov HR USA
- ☐ HR Meat & Potatoes Consulting Services, LLP
- ☐ Municipal Consulting Services, LLC
- ☐ Paypoint HR
- ☐ Pontifex Consulting Group
- ☐ Segal Waters Consulting
- ☐ Springsted Inc.
- ☐ Vanessa G. Nelson

The review committee determined that Municipal Consulting Services, LLC was most qualified to address the City's non-union compensation study consulting needs. The proposed agreement includes the fee structure for services (below), which totals \$61,118.22 over the one-year agreement.

Non-Union Compensation Study- 130 positions	\$59,800.00
2 additional positions to be reviewed at \$500 per job classification	\$1,000.00
Mileage & Parking	\$273.22
Postage for salary surveys to be mailed to comparables	\$45.00
Total Amount of Project Due (invoiced monthly):	<b><u>\$61,118.22</u></b>

Municipal Consulting Services, LLC complies with the requirements of the City's non-discrimination and living wage ordinances.

Prepared by: Ashley Walicki, Compensation & HRIS Supervisor

Reviewed by: Robyn Wilkerson, Human Resources & Labor Relations Director

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City's current non-union compensation system has not been reviewed in over 10 years.

Whereas, The City issued RFP #987 and determined Municipal Consulting Services, LLC to be the most qualified respondent; and

Whereas, Municipal Consulting Services, LLC complies with the requirements of the City's Non-Discrimination and Living Wage Ordinances;

RESOLVED, That City Council approve a 1-yr Professional Services Agreement with Municipal Consulting Services, LLC for a non-union compensation study at a cost of \$61,118.22;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this Resolution, including the execution of the option to extend the contract an additional three years.