

Executive Summary

Item # on Agenda:

Item Description:

Contract for consulting services with GovHR to conduct classification and compensation study.

Policy Issue:

Is an exception to existing policy or a change in policy required?

No.

Staff Recommendation:

Staff recommends approval of the proposed contract.

Committee Recommendation:

N/A

Schedule for Consideration:

Common Council meeting on July 15, 2014.

Background Information:

As part of the 2014 City budget, the Common Council approved the request for a classification and compensation study to be conducted for all City positions except those employees in positions represented by labor unions (police and fire bargaining units). As part of this exercise, City job descriptions will be reviewed and updated; wages rates will be reviewed both from the perspective of external comparability and internal equity; and recommendations will be made for appropriate adjustments to pay grade assignments for each job classification.

This agenda item is a request to approve the proposed contract with GovHR to provide the services requested in the RFP issued by the City earlier this year. GovHR was unanimously selected by a committee of managers and employees who reviewed the submissions of companies responding to the City's RFP.

Budget Impact:

Is this item currently budgeted? If not, what source of revenue is being recommended? Consider short-term and long-term impacts.

Item is included within the 2014 City budget in the amount of \$75,000.

Attachments:

Proposed contract for consulting services. Full RFP is available upon request. Call Ed Henschel at 524-3701 if you would like to have a copy of the RFP.

Prepared By:

Donna Hylarides Whalen and Ed Henschel

Reviewed By:

- X Human Resources
 - Information Technology
 - Finance
 - X City Administrator
 - X City Attorney
 - Other Department(s) impacted, if applicable
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