

## Legislation Text

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**CC MEETING:**      **March 17, 2015**

**DATE:**                      March 9, 2015

**TO:**                              Leonard Martin, City Manager

**FROM:**              Vince   Priolo,   Purchasing   Manager   &   Chrystal   Davis,   Workforce   Services  
Director

Consider **Approval Of The Performance Of A Compensation And Classification Study For Carrollton Workforce Services From Public Sector Personnel Consultants (PSPC)** In An Amount Not To Exceed \$30,000.00.

**BACKGROUND:**

Last September during the FY15 budget process, City Council was advised that Workforce Services was going to conduct a compensation study in fiscal year 2015 rather than waiting until 2016 as originally scheduled.

It is anticipated that approximately 60 positions (50 non-Civil Service and 10 Civil Service) will need to be surveyed and approximately 15 or less positions will need to be evaluated for reclassification in terms of responsibility, autonomy/decision making authority, results/impact, etc. responsibility changes and assignment changes. In positions with comparable private sector positions, such as Administrative Assistants, Engineers and Concrete Finishers the City would like to utilize private sector data for comparisons.

A sealed Request For Proposal (RFP) was issued and we received 6 proposals. Using the evaluation process provided in the RFP, Public Sector Personnel Consultants (PSPC) is/was the prevailing vendor and we were able to negotiate with them to get the cost estimate down below the lowest bidder.

**FINANCIAL IMPLICATIONS:**

The compensation and classification study detailed in RFP #15-011 will be performed from budgeted funds as indicated below.

<u>ACCOUNTING UNIT</u>	<u>LINE ITEM</u>	<u>AMOUNT</u>
131001 - Workforce Services	61190 - Miscellaneous Services	\$30,000.00

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council approval of a sealed bid award to perform a compensation and classification study using Public Sector Personnel Consultants (PSPC) in an amount not to exceed \$30,000.