

## Legislation Details (With Text)

<b>File #:</b>	BILL NO. 16-244	<b>Name:</b>	
<b>Type:</b>	Ordinance	<b>Status:</b>	Passed
<b>File created:</b>	10/17/2016	<b>In control:</b>	City Council - Regular Session
<b>On agenda:</b>	11/17/2016	<b>Final action:</b>	11/17/2016
<b>Title:</b>	AN ORDINANCE APPROVING AWARD OF RFP NO. 2017-020 TO SPRINGSTED, INC. AND AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY TO ENTER INTO A ONE-YEAR CONTRACT WITH SPRINGSTED, INC. FOR THE PROVISION OF A COMPENSATION AND BENEFIT STUDY WITH THE OPTION OF UP TO FOUR (4) ONE-YEAR RENEWALS FOR THE PURPOSES OF PROVIDING ON-CALL SUPPORT RELATED TO THE IMPLEMENTATION OF THE COMPENSATION STUDY. (F&BC 11/7/16)		

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Ordinance, 2. 2017-020 Combined Contract Document, 3. Composite Interview Score Sheet, 4. Composite Proposal Score Sheet

Date	Ver.	Action By	Action	Result
11/17/2016	1	City Council - Regular Session	adopted and numbered	Pass
11/7/2016	1	Finance and Budget Committee	recommended for approval	Pass

AN ORDINANCE APPROVING AWARD OF RFP NO. 2017-020 TO SPRINGSTED, INC. AND AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY TO ENTER INTO A ONE-YEAR CONTRACT WITH SPRINGSTED, INC. FOR THE PROVISION OF A COMPENSATION AND BENEFIT STUDY WITH THE OPTION OF UP TO FOUR (4) ONE-YEAR RENEWALS FOR THE PURPOSES OF PROVIDING ON-CALL SUPPORT RELATED TO THE IMPLEMENTATION OF THE COMPENSATION STUDY. (F&BC 11/7/16)

Issue/Request:

AN ORDINANCE APPROVING AWARD OF RFP NO. 2017-020 TO SPRINGSTED, INC. AND AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY TO ENTER INTO A ONE-YEAR CONTRACT WITH SPRINGSTED, INC. FOR THE PROVISION OF A COMPENSATION AND BENEFIT STUDY WITH THE OPTION OF UP TO FOUR (4) ONE-YEAR RENEWALS FOR THE PURPOSES OF PROVIDING ON-CALL SUPPORT RELATED TO THE IMPLEMENTATION OF THE COMPENSATION STUDY.

Key Issues:

Following approval of FY17 budget amendment 2, city staff advertised RFP 2017-020 for a compensation and benefit study. Staff received 7 responses and based upon experience, expertise, available resources, project approach, and cost, selected Springsted Inc. vendor for the project.

As part of the study, the City Council will be asked to consider a compensation philosophy. The compensation philosophy should be a City Council/Management tool that strategically establishes a target level of competitiveness to market for all city positions, prioritizes goals for total compensation, and guides

administration of pay and benefit practices. With input and feedback from the City Council, the City will ultimately seek to adopt a compensation policy to serve as the City's official guidelines to manage the delivery of compensation and benefits.

Following the creation of the compensation philosophy, the compensation study will provide a review of the existing compensation and classification plan to identify market equity position or competitiveness position, recommend compensation/benefit changes based on current compensation and classification structure, and recommend compensation/benefit changes based on the outcome of compensation philosophy discussion.

Proposed City Council Motion:

I MOVE TO RECOMMEND TO THE CITY COUNCIL APPROVAL OF AN ORDINANCE APPROVING AWARD OF RFP NO. 2017-020 TO SPRINGSTED, INC. AND AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY TO ENTER INTO A ONE-YEAR CONTRACT WITH SPRINGSTED, INC. FOR THE PROVISION OF A COMPENSATION AND BENEFIT STUDY WITH THE OPTION OF UP TO FOUR (4) ONE-YEAR RENEWALS FOR THE PURPOSES OF PROVIDING ON-CALL SUPPORT RELATED TO THE IMPLEMENTATION OF THE COMPENSATION STUDY.

Background:

The City has conducted 2 compensation studies during the last 10 year period (Higbee 2006 & Evergreen 2011). The City also regularly reviews wages and benefits for 3 collective bargaining groups (International Association of Fire Fighters, Fraternal Order of Police, and the International Association of Machinists and Aerospace Workers). Including the Parks Department, the City has 315 unique positions and approximately 767 full time equivalents (FTE). The City currently has 24 unique pay scales, or ranges, and includes executive leadership positions, department director positions, managers, supervisors, and field personnel.

Presenter: Nick Edwards, Director of Administration

Recommendation: STAFF RECOMMENDS APPROVAL OF AN ORDINANCE APPROVING AWARD OF RFP NO. 2017-020 TO SPRINGSTED, INC. AND AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY TO ENTER INTO A ONE-YEAR CONTRACT WITH SPRINGSTED, INC. FOR THE PROVISION OF A COMPENSATION AND BENEFIT STUDY WITH THE OPTION OF UP TO FOUR (4) ONE-YEAR RENEWALS FOR THE PURPOSES OF PROVIDING ON-CALL SUPPORT RELATED TO THE IMPLEMENTATION OF THE COMPENSATION STUDY.

Committee Recommendation: N/A