

City of Sacramento

Legislation Text

File #: 2019-01573, **Version:** 1

Title:

Supplemental Agreement: Executive Coaching Services

File ID: 2019-01573

Location: Citywide

Recommendation:

Pass a Motion authorizing the City Manager or the City Manager's designee to execute Supplemental Agreement No. 3 to City Agreement 2017-1088 with The Regents of the University of California on behalf of the Davis Campus (UC Davis) to provide Executive Coaching Services for the Department of Utilities (DOU), for an amount not-to-exceed \$100,590, bringing the agreement's total not-to-exceed amount to \$279,865.

Contact: Sarah Morrissey, Administrative Analyst (916) 808-1437; Chuong (Ryan) Pham, Business Services Division Manager; William O. Busath, Director of Utilities, (916) 808-1434; Department of Utilities

Presenter: None

Attachments:

- 1-Description/Analysis
- 2-Supplemental Agreement No. 3

Description/Analysis

Issue Detail: Staff recommends Council approve Supplemental Agreement No. 3 with UC Davis, to provide Executive Coaching Services for DOU supervisors.

Policy Considerations: The proposed supplemental agreement exceeds the City Manager's approval authority, requiring Council approval per City Code 3.64.040.

Economic Impacts: None.

Environmental Considerations: The Community Development Department, Environmental Services Manager has determined that the proposed activity for a supplemental agreement for executive coaching services is not a project pursuant to the California Environmental Quality Act (CEQA). CEQA Guidelines Section 15378(b). The activity is a continuing administrative or maintenance activity, such as personnel-related actions and is not subject to CEQA. CEQA Guidelines Section 15060(c)(3).

Sustainability: None.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: The coaching services provided to DOU's Executive team have been very beneficial, increasing the productivity, effectiveness, accountability, and communication skills of team members. Staff recommends increasing the scope of the agreement to extend coaching services, for a six-month pilot project, to the next level of supervisors and leaders at DOU. Developing and supporting an engaged, diverse, and professional workforce is in accordance with DOU's Strategic Plan's organizational performance goal. Additionally, this pilot project supports succession planning at DOU by developing the leadership skills of participants.

This pilot project will provide coaching, 360° assessments, and individual development plans to 20 of DOU's promising supervisors. Upon the completion of the pilot project, the effectiveness and value of this next level of coaching will be quantified and evaluated, and possibly extended to include future cohorts.

Financial Considerations: The original not-to-exceed amount of the agreement was \$85,000. The net change by previous supplemental agreements totaled \$94,275, increasing the agreement's not-to-exceed amount to \$179,275. The proposed Supplemental Agreement No.3 is for an amount not-to-exceed \$100,590, increasing the agreement to a new not-to-exceed amount of \$279,865. Sufficient funds are available in the approved FY2019-20 DOU Operating Budget. Funding for future fiscal years, if needed, is subject to funding availability in the adopted budget of the applicable fiscal year.

There are no General Funds allocated or planned for this project.

Local Business Enterprise (LBE): UC Davis is an LBE.

Background: On February 23, 2017, a Request for Qualifications (Q17141311023) was advertised and issued on PlanetBids for Executive Coaching Services. On the due date of March 23, 2017, eleven Statements of Qualifications were received from the following firms: Brandman University, California Wraparound, CPS HR Consulting, J. Smith & Co., Kerr Hill, Inc., Leadership Development Network, San Diego Leadership Institute, TB Enterprises, Tremblay & McLoughlin Seminars and

Coaching, UC Davis, Unleashing Leaders, Inc.

Staff reviewed and evaluated the proposals and interviewed the top four firms. Based on the criteria of knowledge, expertise, and experience, UC Davis was selected as the highest qualified firm to provide the requested services.

On September 7th, 2017, the original Agreement 2017-1008 was awarded to UC Davis to provide Executive Coaching Services to DOU's Executive Team.

Supplemental Agreement No. 1 increased the scope of services to provide coaching to the two new managers added to DOU's Executive Team, and extending coaching through June 2019.

Supplemental Agreement No. 2 extended coaching services through June 2020.