

City of Sacramento

Legislation Text

File #: 2018-01736, **Version:** 1

Title:

Contracts: Classification and Compensation Services

File ID: 2018-01736

Location: Citywide

Recommendation:

Pass a Motion: 1) awarding five-year contracts for Classification and Compensation Services to: a) CPS HR Consulting in an amount not to exceed \$500,000; b) Regional Government Services (RGS) in an amount not to exceed \$500,000; and c) Ralph Andersen & Associates in an amount not to exceed \$500,000; and 2) authorizing the City Manager or the City Manager's designee to execute the agreements.

Contact: Sally Ly, Human Resources Manager, (916) 808-8907, Human Resources Department

Presenter: None

Attachments:

- 1-Description/Analysis
- 2-Contract-CPS
- 3-Contract RGS
- 4-Contract RAA

Description/Analysis

Issue Detail: The City of Sacramento requires qualified professional consulting firms to conduct classification and compensation studies for various classifications throughout the City on an as-needed basis. The recommended contracts will allow the Human Resources Department to respond quickly and effectively to fluctuations in workload brought about by customer requests for classification and compensation services. Consultants may be charged with a variety of tasks, based upon the area of greatest need.

Policy Considerations: The recommendations contained in this report are consistent with City

Code Section 3.64.020 which requires City Council Approval to execute a contract involving an expenditure of \$100,000 or more.

Economic Impacts: None

Environmental Considerations: The requested Council action does not constitute a “project” and therefore is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15062 (b)(3) because it does not involve an activity that will have a significant effect on the environment.

Sustainability: Not applicable

Commission/Committee Action: Not applicable

Rationale for Recommendation: A Request for Proposals (RFP) was posted on the City’s bid website and six proposals were received and evaluated. After a review of all the proposals, it was determined that three vendors; CPS HR Consulting, Regional Government Services (RGS), and Ralph Andersen & Associates have the experience and ability to provide the services necessary. Staff recommends the execution of agreements with CPS HR Consulting, RGS, and Ralph Andersen & Associates to utilize the firms’ expertise on an as-needed basis for classification and compensation services.

Financial Considerations: Each agreement is for an amount not-to-exceed \$500,000 for a five-year term. Actual costs will vary by year depending on the City’s need for classification and compensation services. Funding for these services will be charged to the Human Resources Department or the requesting customer department, as appropriate.

Local Business Enterprise (LBE): The local business enterprise participation requirement was waived to allow for the City to contract with multiple vendors. CPS HR Consulting is an LBE.