

**CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
FEBRUARY 4, 2020 AGENDA**

| Subject: | Type: | Submitted By: |
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| PROFESSIONAL SERVICES AGREEMENT – CLASSIFICATION, COMPENSATION AND BENEFIT STUDY | ◆ RESOLUTION ORDINANCE RECEIVE/FILE | RANDY TRAIL HUMAN RESOURCES DIRECTOR |

SYNOPSIS

A resolution has been prepared to approve a professional services agreement with Bjorklund Compensation Consulting, LLC, to conduct a Classification, Compensation and Benefit Study in an amount not to exceed \$26,000.

FISCAL IMPACT

The FY19/20 Biennial Budget provides funding for the proposed study.

RECOMMENDATION

Approval.

BACKGROUND

The City's existing policy statement regarding the Pay for Performance classification system calls for a market study to be done every three years to ensure market comparability. Additionally, the policy indicates that position descriptions will be reviewed every five years to maintain internal equity and relevancy.

The study will enable the City to provide a total compensation package (wages and fringe benefits) to its employees that is adequate, fair and comparable to like public and private employers. The study will involve the following key tasks: job evaluations, total compensation survey preparation and analysis (including benefits), pay range determination, position and pay classification and preparation of required reports. All of the City's current positions will be included in the study.

An RFP was issued and a total of four proposals were received (see below). Interviews were conducted with two firms. It is recommended that an agreement be authorized with Bjorklund Compensation Consulting. This firm specializes in compensation studies for the public sector and has worked with public entities throughout the United States. The project manager, Robert Bjorklund brings 35 years of human resources experience and 33 years of public sector compensation consulting to the project.

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| Bjorklund Compensation Consulting | \$26,000 |
| McGrath Human Resources | \$18,958 |
| Silverstone Group | \$64,000 |

Capital City Concepts, LLC.

\$55,000

Bjorklund Compensation Consulting submitted the most responsible bid based on their experience level and ability to meet the timeline requirements of the project.

Copies of all proposals are available for review in the City Clerk's office.

RESOLUTION NO.

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH BJORKLUND COMPENSATION COMPANY FOR PROFESSIONAL SERVICES RELATED TO THE DEVELOPMENT OF A CLASSIFICATION, COMPENSATION AND BENEFIT STUDY IN AN AMOUNT NOT TO EXCEED \$26,000.

WHEREAS, the Mayor and City Council have determined that a classification, compensation and benefit study is necessary; and

WHEREAS, proposals were solicited, and four proposals were received; and

WHEREAS, it is determined that Bjorklund Compensation Consulting provides the experience level and ability to meet the timeline and requirements of the project as outlined in the request for proposals; and

WHEREAS, the FY19/20 Biennial Budget provides funding for the proposed services;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska, that an agreement, in a form satisfactory to the City Administrator and City Attorney, be authorized with Bjorklund Compensation Company for the development of a classification, compensation and benefit study in an amount not to exceed \$26,000.

PASSED AND APPROVED THIS 4TH DAY OF FEBRUARY 2020.

CITY OF LA VISTA

ATTEST:

Douglas Kindig, Mayor

Pamela A. Buethe, CMC
City Clerk