RESOLUTION - ACTION REQUESTED 2014-60

MEETING: February 11, 2014

TO: The Board of Supervisors

FROM: Tessa Pritchard, Human Resources Director/Risk Manager

RE: Award & Approve Contract to Bryce Consulting for Compensation Study

RECOMMENDATION AND JUSTIFICATION:

Approve and award an Agreement for Services with Bryce Consulting to Provide a Compensation Study in the not-to-exceed Amount of $27,200, and Authorize the Board of Supervisors Chair to Sign the Agreement.

On November 12, 2013, the Board of Supervisors approved a Request for Proposal to provide a compensation study for the County of Mariposa. A compensation study will determine compensation that is commensurate with assigned duties, provide justifiable pay differentials between individual classifications, and provide recommendations that would maintain parity with relevant labor markets. The compensation study will also include a component that would involve training County staff in maintaining an appropriate salary structure in the future as positions are added and deleted.

A Request for Proposal (RFP) was advertised beginning in mid-November of 2013 and closed January 3, 2014. Five proposals were received, ranging in cost from $27,200 to $67,272. Low bidder was Bryce Consulting in an amount not to exceed $27,200. There was some concern, due to the wide range in costs of the proposals, whether Bryce Consulting understood the scope of the RFP, and if they would conduct a compensation study that met the expectations of Mariposa County. Bryce Consulting was contacted to verify that they understood the scope of the RFP, and it was affirmed that Bryce Consulting understood the scope of the proposal and that they were comfortable with their bid for the compensation study. Bryce Consulting’s references were checked, and all of those contacted were happy with the work that Bryce Consulting performed and would recommend them.

During Final Budget Hearings the Board approved $25,000 towards a compensation study. While the recommended agreement exceeds the budgeted amount, there is sufficient funding in the Human Resources budget to accommodate the agreement.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve a Contract for Services with Bryce Consulting. Mariposa County will not have justifiable information as to the appropriateness of the composition of its salary and benefit structure.

FINANCIAL IMPACT:
$25,000 was included in the budget for the compensation study, and there is sufficient funding in the Human Resources budget to accommodate the total amount of the agreement.

ATTACHMENTS:
Bryce Consulting Contract (PDF)

CAO RECOMMENDATION
Requested Action Recommended

RESULT: ADOPTED [UNANIMOUS]
MOVER: Merlin Jones, District II Supervisor
SECONDER: John Carrier, District V Supervisor
AYES: Stetson, Jones, Bibby, Cann, Carrier