

RESOLUTION NO. R17-884

A RESOLUTION TO AUTHORIZE A FIRM TO PERFORM A WAGE AND SALARY SURVEY ON BEHALF OF THE CITY

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the City proposes to enter into a contract with a firm to perform a wage and salary survey on behalf of the City;

WHEREAS, The Evergreen Solutions, LLC. is the recommended firm;

THEREFORE, THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

SECTION 1. Approval of Purchase. The entering into a contract to obtain a wage and salary survey with The Evergreen Solutions, LLC. as presented to the City Council on November 28, 2017 is hereby approved by the City Council.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Stockbridge.

SECTION 3. Authorization of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Effective Date. This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Stockbridge as provided in the City Charter.

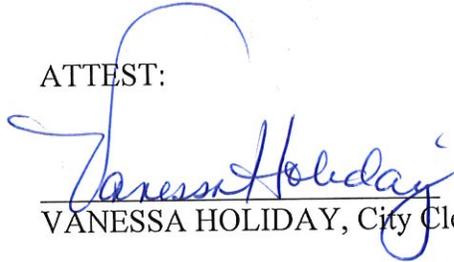
[SIGNATURES APPEAR ON FOLLOWING PAGE]

SO RESOLVED this 28th day of November, 2017.



JUDY NEAL, Mayor

ATTEST:



VANESSA HOLIDAY, City Clerk (SEAL)

APPROVED AS TO FORM:



MICHAEL WILLIAMS, City Attorney



Agenda Item Summary:

Council Meeting Date
11/28/2017

Requesting Agency
Human Resources Department

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*
Request approval of a recommended proposal – **Human Resources Department** - RFP#17RFP091417-DRR in the amount not too exceed \$15,500.00 with The Evergreen Solutions, LLC. (Tallahassee, FL) for the purchase of Wage and Salaries Compensation Study the City of Stockbridge. The term of this Agreement shall be for one (1) year.

Requirement for Council Action *(Cite specific City policy, statute or code requirement)*
In accordance with City of Stockbridge Procurement code, sections 3.30.080 (C) requests for approval of competitive sealed proposal, shall be approved by the City of Stockbridge City Council.

Is this Item Goal Related? *(If yes, describe how this action meets the specific Council Focus Area or Goal)*

Yes No

Summary & Background *(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

The Human Resources Department request approval of recommended proposal to The Evergreen Solutions, LLC., in an amount not too exceed \$15,500.00 for Professional Services for a Comprehensive Plan.

- The study shall evaluate the present salary structure as compared to the specific job market for comparable positions in the public sectors. The consultant shall perform or provide the following:
- Review all current job classifications, confirm and recommend changes to hierarchical order of jobs using your evaluation system. No class specification will be written/rewritten. Class specs are up to date;
- Establish appropriate benchmarking standards and conduct salary surveys as need for similar positions with comparable Georgia municipalities as required;
- Identify potential pay compression issues and provide potential solutions;
- Analyze and recommend changes to the present compensation structure to meet market analysis. This recommendation may include recommendations for individual positions as well; and
- The Compensation Study will allow the City to attract and retain qualified workers who will be paid equitable salaries; to provide fair salaries for all workers of the City; and to provide the City with a salary structure that enables the City to maintain a competitive position with other cities and companies within the same geographic area.

Agency Director Approval		City Manager's Approval
Typed Name and Title	Phone	
Signature	Date	

Revised 02/10/17 (Previous versions are obsolete)

Fiscal Impact / Funding Source *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*
Administration - Consulting Fees – 100-15100-521100 - \$15,500.00

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*
Exhibit 1: Tabulation Sheet
Exhibit 2: Evaluation Scoring Sheet

Source of Additional Information *(Type Name, Title, Agency and Phone)*
Renee Wheeler, Human Resources Manager at (770) 389-7900 ext. 208



DEPARTMENT OF FINANCE, PURCHASING DIVISION

REQUEST FOR PROPOSALS TABULATION SHEET

Donald R. Riley, CPPB, Purchasing Specialist

Date: OCTOBER 26, 2017

RFP # & Title: 17RFP091417-DRR, MUNICIPAL WAGES AND SALARIES COMPENSATION STUDY

Total Number of Proposals Received: 3

Respondent's Name	
1.	EVERGREEN SOLUTIONS, LLC.
2.	CONDREY AND ASSOCIATES, INC.
3.	CBIZ TALENT & COMPENSATION SOLUTIONS
4.	
5.	
6.	
7.	
8.	
9.	
10.	