

COUNCIL COMMUNICATION

TO: Honorable Mayor and Council

FROM: Shirlee Palbicki, Human Resources/Risk Manager

SUBJECT:

Award Professional Services Contract for Positional Analysis and Compensation Study to Baker Tilly Virchow Krause, LLP (*Shirlee Palbicki*)

FUNDING SOURCE:

General Fund

PURPOSE:

To award a Professional Service Contract for Positional Analysis and Compensation Study to Baker Tilly Virchow Krause, LLP.

BACKGROUND:

Lake Havasu City last conducted a full compensation study with an outside vendor in 2007. Since then, there have been several changes in position classifications, new positions additions, and compensation adjustments. Staff feels that there is a need to have our job evaluation and compensation system reviewed by an outside professional firm to assess internal and external competitiveness.

In January during the annual retreat, City Council approved conducting a positional analysis and compensation study for Fiscal Year (FY) 2019-20. The City issued a request for proposals (RFP) for the Positional Analysis and Compensation Study in April 2019. The evaluation process was outlined in the RFP and used to evaluate the proposals. The scoring committee evaluated the proposals received and recommends that Baker Tilly Virchow Krause, LLP be awarded the Professional Services Agreement based upon the relevance of the scope of work and project approach presented.

COMMUNITY IMPACT:

TBD

FISCAL IMPACT:

Funds are budgeted for this purpose for FY 2019-20 (account #110-1415-401.31-06).

ATTACHMENTS:

Statement of Work

SUGGESTED MOTION:

I move to award the Professional Services Contract for Positional Analysis and Compensation Study to Baker Tilly Virchow Krause, LLP to begin conducting the study immediately and authorize the City Manager to execute the contract, make necessary disbursements, and to take all actions consistent with carrying out the intent of the contract.



July 09, 2019 Regular Meeting Summary

Line Item	Summary	Final Action
06.1	Approve the June 25, 2019, City Council Regular Meeting Minutes (Kelly Williams)	Approved
06.2	Adopt Resolution No. 19-3328 Approving and Authorizing Execution of Instruments Necessary to Vacate and Convey Parcel E, Approximately 5,000 Square Feet of Roadway, Between Lots 9 and 10 of Tract 2257, Block 10 (Stuart Schmeling)	Adopted Resolution No. 19-3328
06.3	Adopt Resolution No. 19-3329 Approving and Authorizing Execution of Instruments Necessary to Vacate and Convey Parcel J, Approximately 5,000 Square Feet of Roadway, Between Lots 15 and 16 of Tract 2217, Block 17 (Stuart Schmeling)	Adopted Resolution No. 19-3329
06.4	Adopt Resolution No. 19-3330 Approving the Submission of a Grant Request to the Mohave County Flood Control District to Facilitate Receiving FEMA Pre-Disaster Mitigation Funding to Construct the Havasupai Wash #3 Stabilization Improvements (Dustin Salisbury)	Adopted Resolution No. 19-3330
06.5	Approval of a Final Condominium Subdivision Plat for Luxelocker, 3510 Sweetwater Avenue, Creating 30 Condominium Storage Units and a Parcel A, Common Area (Stuart Schmeling)	Approved
06.6	Approval of a Final Condominium Subdivision Plat for Absolute Boat and RV Storage Creating 51 Condominium Storage Units (Stuart Schmeling)	Approved
06.7	Approval of a Final Condominium Subdivision Plat for Esperanza Condos Plat of Tract 2252, Block 3, Lot 7, 490 N. Lake Havasu Avenue, Creating 18 Residential Condominiums, a Storage Unit, Pool House, Covered Parking, and Parcel A Common Area (Stuart Schmeling)	Approved
06.8	Call for Executive Session Pursuant to A.R.S. § 38-431.03(A) 5:00 p.m. Tuesday, July 23, 2019 (Kelly Williams)	Executive Session Called
07.1	Announce Vacancies on Lake Havasu Boards, Committees, and Commissions (Kelly Williams)	Vacancies Announced
07.2	City Manager's Report (Jess Knudson)	Report Given
08.1	Adopt Resolution No. 19-3335 Appointing an Alternate Member to the Lake Havasu City Planning and Zoning Commission (Kelly Williams)	Adopted Resolution No. 19-3335 Appointing Kevin Murphy as an Alternate Member to the Lake Havasu City Planning & Zoning Commission with a Term Ending June 30, 2020

08.2	Series #12 Restaurant Liquor License, Red Baron Wings & Pizza, 125 Paseo Del Sol/ Spillman (Kelly Williams)	Recommended Approval
08.3	Adopt Resolution No. 19-3332 Adopting Lake Havasu City's Property Tax Levy for Fiscal Year 2019-20 (Jill Olsen)	Adopted Resolution No. 19-3332
08.4	Adopt Resolution No. 19-3333 Adopting Lake Havasu City Improvement District No. 2 (London Bridge Plaza) Property Tax Levy for Fiscal Year 2019-20 (Jill Olsen)	Adopted Resolution No. 19-3333
08.5	Adopt Resolution No. 19-3334 Adopting Lake Havasu City Improvement District No. 4 (McCulloch Median) Property Tax Levy for Fiscal Year 2019-20 (Jill Olsen)	Adopted Resolution No. 19-3334
08.6	Adopt Resolution No. IDD-19-7-1 Adopting the Lake Havasu Irrigation and Drainage District Property Tax Levy for Fiscal Year 2019-20 (Jill Olsen)	Adopted Resolution No. IDD-19-7-1
08.7	Introduce Ordinance No. 19-1219 Amending City Code Section 11.08.710, Fueling and Defueling, Regarding Hot Fueling (Damon Anderson)	Introduced Ordinance No. 19-1219
08.8	Award Professional Services Contract for Positional Analysis and Compensation Study to Baker Tilly Virchow Krause, LLP (Shirlee Palbicki)	Awarded
08.9	Adopt Resolution No. 19-3331 Approving the Intergovernmental Agreement with Horizon Six Improvement District (Mohave County Acting as Board of Directors) Regarding Water Services (Mark Clark)	Adopted Resolution No. 19-3331
08-10	Approve Renewal of Cooperative Purchase Agreement and Annual Expenditures Over \$50,000 for Various Water and Wastewater Pumps, Equipment, Parts, and Services with Hennesy Mechanical Sales, LLC (Mike Slettebo)	Approved
08-11	Approve Renewal of Cooperative Purchase Agreement and Annual Expenditures Over \$50,000 with James, Cooke, and Hobson, Inc., for Wastewater Pumps and Parts (Mike Slettebo)	Approved
08-12	Award Agreement to Evoqua Water Technologies, LLC, for Purchases of Odor Control Mitigation Chemicals for Wastewater's Odor Control Program (Mike Slettebo)	Awarded