



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JANUARY 22, 2019

FROM: HUMAN RESOURCES DEPARTMENT WARDS: ALL

SUBJECT: PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH PUBLIC SECTOR PERSONNEL CONSULTANTS THROUGH DECEMBER 31, 2019 IN AN AMOUNT NOT TO EXCEED \$130,000 TO COMPLETE A CITYWIDE CLASSIFICATION AND COMPENSATION STUDY FOR MEMBERS OF SERVICE EMPLOYEES' INTERNATIONAL UNION PER THE MEMORANDUM OF UNDERSTANDING AND TO PROVIDE GENERAL ROUTINE CLASSIFICATION AND COMPENSATION STUDY CONSULTING SERVICES.

ISSUE:

Approve a contract with Public Sector Personnel Consultants of Los Angeles, CA as the City's consultant to conduct a citywide Classification and Compensation Study for members of the Service Employees' International Union Local 721, General and Refuse units and to be utilized for general routine classification and compensation study services.

RECOMMENDATION:

That the City Council

1. Approve the attached Professional Consultant Services Agreement with Public Sector Personnel Consultants through December 31, 2019 with an option to extend for an additional one-year term in an amount not to exceed \$130,000 to conduct a citywide Classification and Compensation Study for members of the Service Employees' International Union Local 721 and to be utilized for general routine classification and compensation study requests; and
2. Authorize the City Manager, or his designee, to execute the Professional Consultant Services Agreement with Public Sector Personnel Consultants, including making minor and non-substantive changes and the optional contract extensions.

BACKGROUND:

On November 8, 2016, the City Council formally approved the terms and conditions of the Service Employees' International Union (SEIU) Memorandum of Understanding (MOU) agreed to by City management and representatives of SEIU.

In the MOU, Article 9, Reclassification, Section 1 B, the City and the Union agreed in good faith to conduct a classification and compensation study of all bargaining unit classifications with the goal of completing the study no later than the final year of the MOU in 2020. Any implementation of any results of the study shall be only by mutual agreement of the parties.

DISCUSSION:

Request for Proposal (RFP) No. 1821 for Classification and Compensation Study was issued on April 30, 2018. The RFP covered two projects, including the SEIU Classification and Compensation Study Project and the General Routine Classification and Compensation Studies. Vendors were requested to state which project(s) they were responding to. A total of six (6) firms responded with proposals for the SEIU Classification and Compensation Study with one of the firms responding to the General Routine Study only. The screening, interview, and selection committee was comprised of representatives from the Human Resources Department and SEIU employees from the following departments: Police, Community & Economic Development, Public Works, and Riverside Public Utilities. A total of two (2) firms were invited to appear for a presentation before the selection committee.

The outcome of the interview and selection process identified Public Sector Personnel Consultants as the firm best suited to perform the SEIU Classification and Compensation Study for the City of Riverside. Public Sector Personnel Consultants will also provide the services for the General Routine Classification and Compensation Studies.

The SEIU Classification and Compensation study will commence as soon as feasible after contract approval, and it is anticipated that the project will take at least six (6) months to complete. As noted in the MOU, any implementation of results of the study shall be only by mutual agreement of both parties.

FISCAL IMPACT:

Funding for these services in the amount of \$130,000 is included in the current FY 2018/2019 Human Resources Professional Services account number 2100000-421000. Costs associated with any implementation of study recommendations will be reflected in budget plans for phased implementation.

Prepared by:	Stephanie Holloman, Human Resources Director
Certified as to	
Availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by:	Rafael Guzman, Assistant City Manager
Approved as to form:	Gary Geuss, City Attorney

Attachments:

1. Professional Consultant Agreement
2. RFP Recommendation