



## Legislation Text

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**File #:** 20-457, **Version:** 1

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*Report Prepared by: Deneen Proctor, Director of Human Resources*

**SUBJECT:** Approval of the First Amendment to the Agreement for Professional Services with Koff & Associates to Perform Additional Services Related to the Citywide Compensation Study and Approve Additional Compensation in the Amount of \$4,960 for the Additional Services, the Total Contract Amount Shall Not Exceed \$80,000

### REPORT IN BRIEF

Considers approving the first amendment to the Koff & Associates agreement for the not to exceed amount of \$80,000.

### RECOMMENDATION

**City Council** - Adopt a motion:

- A. Approving the first amendment to an agreement for professional services with Koff and Associates for additional services related to the Citywide employee total compensation study in an amount not to exceed \$4,960 and a total contract amount not to exceed \$80,000; and,
- B. Authorizing the Finance Officer to make any necessary budget adjustments; and,
- C. Authorizing the City Manager or the Assistant City Manager to execute the necessary documents.

### ALTERNATIVES

- 1. Approve as recommended by staff; or
- 2. Approve, subject to modification as conditioned by City Council; or
- 3. Refer to staff for reconsideration or specific items; or
- 4. Deny

### AUTHORITY

Charter of the City of Merced, Section 200 et. seq.  
Merced Municipal code Section 3.04.

### CITY COUNCIL PRIORITIES

As provided for in the 2020-2021 adopted budget.

### DISCUSSION

During the 2018-2019 fiscal year, Koff & Associates was awarded an agreement for Professional Services to conduct a Citywide employee total compensation study. With approximately 160

classifications to review, it was determined that hiring an outside firm would be the best way to accomplish the task.

The City had initially allocated \$75,040 for the study. The City is in the final stages of the study. Additional information requests have been made of the Consultant that fall outside of the scope of the services to be performed pursuant to the original agreement. The City is requesting an additional amount to cover the additional scope of services and the costs associated with the additional services being performed by Koff & Associates.

## **IMPACT ON CITY RESOURCES**

Funding is available within the Personnel Division fiscal year 2020-2021 approved budget.

## **ATTACHMENTS**

1. First Amendment to the Koff & Associates Agreement
2. Original Koff & Associates Agreements