



# Lake Havasu City

Lake Havasu City  
Municipal Courthouse  
Council Chambers  
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## Legislation Details (With Text)

**File #:** ID 19-2077    **Version:** 1    **Name:**  
**Type:** Action Item    **Status:** Agenda Ready  
**File created:** 6/23/2019    **In control:** City Council  
**On agenda:** 7/9/2019    **Final action:**  
**Title:** Award Professional Services Contract for Positional Analysis and Compensation Study to Baker Tilly Virchow Krause, LLP (Shirlee Palbicki)  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Statement of Work

Date	Ver.	Action By	Action	Result
7/9/2019	1	City Council	Approved	Pass

## 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.