



AGENDA REPORT

Human Resources

DATE:	July 26, 2022
TO:	Mayor Butt and Members of the City Council
FROM:	Sharrone Taylor, Interim Human Resources Director Teresa Fairbanks, Human Resources Manager
Subject:	Approve a Third Contract Amendment with the Segal Group (Western States) DBA Segal to Update Classification and Compensation Data
FINANCIAL IMPACT:	Funding of \$50,000 will need to be appropriated to the Human Resources Department's operating budget Professional Services account string (01181016-400201).
PREVIOUS COUNCIL ACTION:	April 21, 2020 January 18, 2022
STATEMENT OF THE ISSUE:	City Council approval is required to amend the contract with Segal to expand the scope of services to update classification and compensation data and provide support to assist in implementation of the classification and compensation study and to increase the contract limit by \$50,000, for a new not to exceed contract limit amount of \$330,000.
RECOMMENDED ACTION:	APPROVE a third amendment to the contract with The Segal Group, Inc. in the amount of \$50,000, for a total amount not to exceed \$330,000, to update compensation and classification data; and APPROVE the appropriation of these funds from the general fund reserve balance - Human Resources Department (Sharrone Taylor/Teresa Fairbanks 510-620-6602).

DISCUSSION:

On April 21, 2020, the City entered into a contract in the amount of \$250,000 with The Segal Group, Inc. to conduct a comprehensive city-wide classification and compensation study. On January 18, 2022, a contract amendment was approved by City Council for supplemental services to produce cost-effective implementation strategies and to finalize job classification specifications. A third amendment to increase the contract value is being requested to update the classification and compensation study and provide support to assist in the implementation.

The amendment is necessary to complete the city-wide classification and compensation study and will be the final phase of the implementation process. By amending the contract and increasing the contract amount, the City will be able to secure the services necessary to finalize the city-wide classification and compensation study.

DOCUMENTS ATTACHED:

- Attachment 1 – Original Contract
- Attachment 2 – First Amendment to the Contract
- Attachment 3 – Second Amendment to the Contract
- Attachment 4 – Proposed Third Amendment to the Contract