Meeting Date: September 24, 2024	**Fiscal Impact:** $19,500
Department: Administration	**Prepared By:** G. Palmer

Subject

Consideration and possible action on the awarding of the contract for professional services to conduct a complete Classification and Compensation Study for the City Organization.

Recommendation

Move to award the contract for the City of Montgomery Classification and Compensation Study to Evergreen Solutions in an amount not to exceed $19,500

Discussion

You may recall one of the identified priorities coming out of the 2023 Strategic Planning Session was to conduct a Classification and Compensation Study for the City organization. The purpose of this project is to 1. properly classify all of our city positions (40) in accordance with the actual duties of the position, re-write the job descriptions; and 2. Conduct a regional market study to determine the appropriate compensation for all city positions.

We published an RFP in early August. We received 6 proposals from qualified firms. After analyzing the responses, we determined Evergreen Solutions LLC and Paypoint HR to be the two most qualified firms. I interviewed both firms and feel either firm could provide a great service to us. That said, Evergreen Solutions came out on top regarding cost (lowest of the 6), timeline, and TX local government experience.

Therefore, I recommend awarding the contract to Evergreen Solutions LLC.

Approved By

City Administrator	Gary Palmer	Date: September 12, 2024