

City of Takoma Park, Maryland  
Compensation & Pay Equity Study Services

Presentation to City Council

Scott Schreiber  
Managing Director

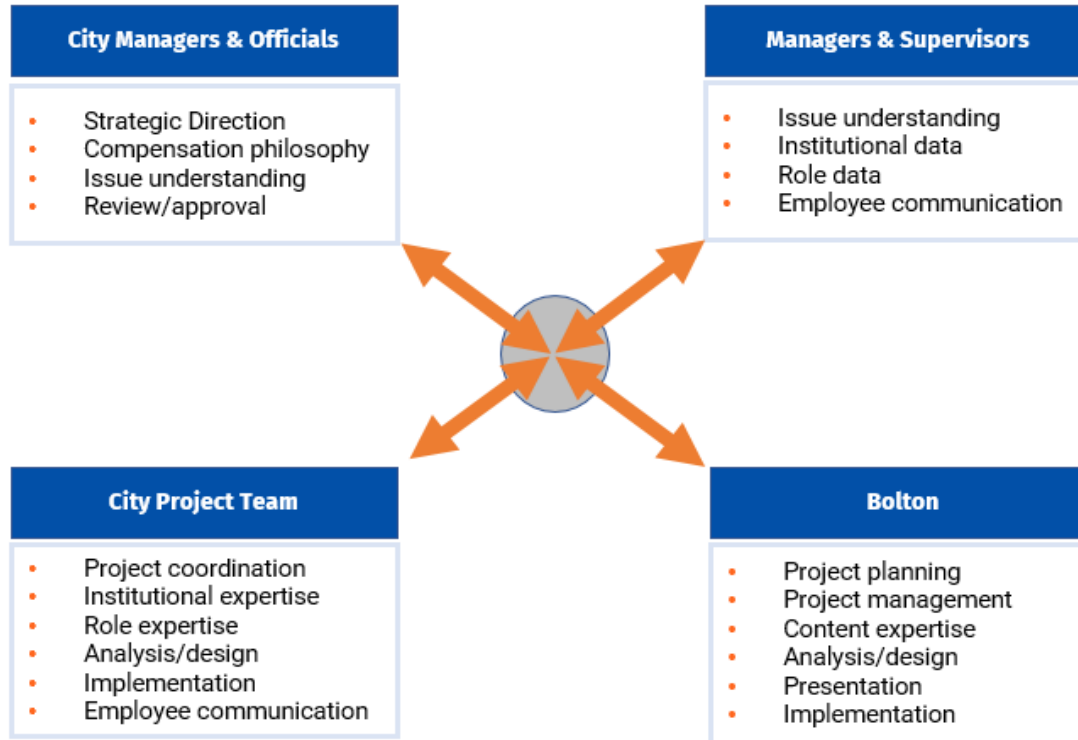
# Key program elements to be addressed:

- Pay philosophy;
- Job analysis, titling, documentation, and career pathing systems;
- Market pricing/benchmarking approach and survey;
- Job classification, evaluation and grading plan(s);
- Base pay scales and grade/range structures;
- System to determine actual pay competitiveness and equity/fairness; and
- Ongoing administrative tools.

# Project Plan

| Phases                                       | Estimated Timing in Weeks from Kickoff |   |   |   |   |   |   |   |   |    |    |    |   |
|--|--|---|---|---|---|---|---|---|---|----|----|----|---|
|  | 1                                      | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |   |
| 1: Project Planning                          | █                                      | █ |   |   |   |   |   |   |   |    |    |    |   |
| 2: Leadership & Key Stakeholder Discovery    |  | █ | █ | █ | █ |   |   |   |   |    |    |    |   |
| 3: Gap Analysis & Conceptual Design          |  |   | █ | █ | █ | █ |   |   |   |    |    |    |   |
| 4: Job Analysis and Documentation            |  |   |   | █ | █ | █ | █ |   |   |    |    |    |   |
| 5: Market Survey/Benchmarking                |  |   |   |   | █ | █ | █ | █ |   |    |    |    |   |
| 6: Structure & Grading System Review         |  |   |   |   |   |   | █ | █ | █ |    |    |    |   |
| 7: Employee Pay Equity and Delivery Analysis |  |   |   |   |   |   |   | █ | █ | █  |    |    |   |
| 8: Total Pay Delivery System                 |  |   |   |   |   |   |   |   | █ | █  | █  |    |   |
| 9: Approval and Reporting                    |  |   |   |   |   |   |   |   |   |    | █  | █  | █ |
| 10: Policy Updates and Implementation        |  |   |   |   |   |   |   |   |   |    |    |    | █ |

# Integrated Team Approach



Questions?