



Takoma Park City Council Meeting – November 10, 2021 Agenda Item 6

Voting Session

Single Reading Ordinance Awarding a Contract for Services to Conduct a Compensation Study

Recommended Council Action

Adopt the ordinance.

Context with Key Issues

In an effort to maintain a competitive and sustainable compensation and benefits package for the staff and in compliance with the bargaining agreement between the City and the American Federation of State, County, and Municipal Employees, the City conducts compensation studies every three years. The last compensation study was conducted in 2017.

A Request for Proposals (RFP) from consulting firms with experience conducting compensation studies was posted on September 29, 2021 with an October 27, 2021 deadline for submission. The City received one proposal in response to its RFP.

The City Manager confirms that Bolton USA's proposal addresses all the requirements in HR #2021-01, and the price quoted of \$34,000 is less than the contract the City approved for the 2017 study.

Council Priority

Engaged, Responsive & Service-oriented Government; A Livable Community for All

Environmental Considerations

There are no environmental impacts which would occur.

Fiscal Considerations

Funds for the compensation study in the amount of \$40,000 were included in the FY 22 budget. Adoption of the resolution will cause a savings of \$6,000 which will be a positive fiscal impact.

Racial Equity Considerations

The compensation study will recommend fair pay for the various positions in City government. 57% of the City's full-time, part-time, seasonal, and temporary staff are people of color.

Attachments and Links

- Draft Ordinance

Introduced by:

Single Reading

CITY OF TAKOMA PARK, MARYLAND

ORDINANCE 2021-

AUTHORIZING A CONTRACT FOR COMPENSATION AND PAY EQUITY STUDY

WHEREAS, the bargaining agreement between the City and the American Federation of State, County, and Municipal Employees Local 3399 requires the City to conduct compensation studies every three years; and

WHEREAS, a request for proposals for consulting services for a compensation study was issued and one proposal was received by the deadline; and

WHEREAS, after evaluation, staff recommends awarding the contract to Bolton USA.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

SECTION 1. The City Manager or their designee is authorized to enter into an agreement with Bolton USA for consulting services to conduct a compensation study at the cost of up to \$34,000 for the services.

SECTION 2. This Ordinance shall become effective upon adoption.

Adopted this ____ day of November, 2021 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: