



# City of Broken Arrow

## Legislation Details (With Text)

**File #:** 17-2309                      **Name:**  
**Type:** Consent Item                      **Status:** Passed  
**File created:** 6/6/2017                      **In control:** Broken Arrow City Council  
**On agenda:** 6/15/2017                      **Final action:** 6/15/2017  
**Title:** Approval of and authorization to execute a Consulting Services Agreement with Evergreen Solutions, LLC to conduct a Compensation and Classification Study and Analysis

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Evergreen Solutions, LLC Consulting Services Agreement

Date	Ver.	Action By	Action	Result
6/15/2017	1	Broken Arrow City Council	approved	Pass

**Broken Arrow City Council**  
**Meeting of: 06-15-2017**

**To:** Mayor and City Council  
**From:** Office of the City Manager  
**Title:**

**Approval of and authorization to execute a Consulting Services Agreement with Evergreen Solutions, LLC to conduct a Compensation and Classification Study and Analysis**

**Background:**

Human Resources staff with the assistance of EmployerAdvocates, the city’s benefit consultant, sought proposals from qualified consultants to conduct a compensation and classification study and analysis for non-union positions. This analysis will provide valuable information to help assure the city’s pay and classification plan has internal and external equity within employee classifications while considering the city’s financial position and resources. In addition, job descriptions for non-union positions will be updated. The last compensation and classification study was completed in 2006.

The study will include a review of current job classifications, establishment of appropriate benchmarking standards and completion of salary surveys as needed, identification of potential pay compression issues, and an analysis of the current compensation structure.

Eight proposals were received and the staff selected and interviewed three finalists. Upon completion of assessing the proposals received and conducting the interviews, Evergreen Solutions, LLC appears to have the most competitive and advantageous proposal. Evergreen Solutions has been in business since 2004 and specializes in working with public sector organizations. The firm has contracted with hundreds of public-sector, quasi-governmental, and non-profit organizations in 45 states, including Oklahoma.

Based on the proposal submitted, staff recommends selecting Evergreen Solutions, LLC to conduct the compensation and classification study and analysis.

The funds for this item are budgeted in the Fiscal Year 2016-17 Human Resources Department budget.

**Cost: \$47,500**

**Prepared By: Jannette McCormick, Human Resources Director**

**Reviewed By: Finance Department  
Assistant City Manager - Administration  
Legal Department**

**Approved By: Michael L. Spurgeon, City Manager**

**Attachments: Evergreen Solutions, LLC Consulting Services Agreement**

**Recommendation:**

To approve and authorize execution of the consulting service agreement with Evergreen Solutions, LLC to conduct a Compensation and Classification Study and Analysis.