

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Mark Alan/797-1169 by Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: n/a

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF MGT OF AMERICA TO PERFORM A PAY AND CLASSIFICATION STUDY AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF: The Town solicited competitive sealed proposals for performing a pay and classification study to determine internal and external equity of all employment positions within the Town. RFP documents were sent to nineteen (19) prospective proposers. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received twelve (12) proposals. The selection committee short listed the top four proposers to make an oral presentation. Following oral presentations, the selection committee ranked the firms. The recommendation is for MGT of America as the top ranked firm in accordance with the ranking totals attached hereto.

PREVIOUS ACTIONS: Not applicable.

CONCURRENCES: The firm of MGT of America was chosen by the selection committee.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: to be negotiated

Account Name: Human Resources-Professional Services Account

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Procurement Authorization

Selection Committee Rankings

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF MGT OF AMERICA TO PERFORM A PAY AND CLASSIFICATION STUDY AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town solicited proposals for performing a pay and classification study to determine internal and external equity of all employment positions; and

WHEREAS, the selection committee has selected MGT of America as the firm best qualified to provide the required services; and

WHEREAS, it is in the Town's best interest to execute a contract for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of MGT of America as the firm best qualified to provide the required services and authorizes the Town Administrator or his designee to negotiate an agreement for such services and present that contract for approval at a future meeting date. Should no agreement be reached with the highest ranking firm, then the Town Administrator or his designee shall negotiate with the next ranked firm and present that agreement for approval.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2005

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2005

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER **BUDGET ITEM & DESCRIPTION** **APPROXIMATE COST**
 001-1520-513-0320 *Classification Analysis* \$60,000.00
MR - PROFESSIONAL SVCS.
METHOD OF PROCUREMENT (check the one that applies)

- Open Competitive Bidding
 Piggyback on Contract Number _____
 Sole Source
 Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed *W. F. Underwood*
 Department Head

Have Funds been Reserved Yes 32460

Date 4/21/05 Signed *NA*

Signed *C. [Signature]*
 Town Administrator

VENDOR	BIDS SUBMITTED	COST
MGT OF AMERICA		RANKED 1 ST
HR MANAGEMENT		RANKED 2 ND
CODY + ASSOCIATES		RANKED 3 RD
MERCER GROUP		RANKED 4 TH
ABBOTT LANGER + ASSOCIATES		
HUMAN CAPITAL MANAGEMENT		
HIGBEE ASSOCIATES		
DI JACOBS CONSULTING		NOT RANKED
UNIVERSITY OF FLORIDA		
MANAGEMENT ADVISORY GROUP		
FLORIDA EMPLOYER SOLUTIONS		
COMPENSATION RESOURCES, INC.		

Signed *Hub [Signature]*
 Procurement Manager

BID SPECIFICATION COMMITTEE'S RECOMMENDATION

Vendor	Cost
MGT OF AMERICA	RANKED 1 ST

	A	B	C	D	E
1					
2					
3					
4					
5					
6	COMMITTEE MEMBER	MERCER GROUP	CODY & ASSOCIATES	HR MANAGEMENT	MGT OF AMERICA
7					
8					
9	W. UNDERWOOD	3	4	1	2
10	B. BERNARD	4	3	2	1
11	M. KUTNEY	4	3	1	2
12	R. MUNIZ	4	3	2	1
13	E.P. HUDSON	3	4	1	2
14	M. ALAN	4	2	3	1
15	H. HYMAN	4	3	2	1
16					
17	TOTAL	26	22	12	10
18					
19	RANKING	4th	3rd	2nd	1st
20					