

## ORDINANCE No. 186677

\*Authorize a contract with Sjoberg Evashenk Consulting, Inc. for Non Represented Classification and Compensation Study for a total not-to-exceed amount of \$363,875 (Ordinance; Contract No. 30004008)

The City of Portland ordains:

### Section 1. The Council finds:

1. The recently completed Span of Control Study conducted by the Council Budget Committee recommended that "The City should immediately conduct a non-represented classification and compensation study. The City's current classification and compensation system structure is more than a decade out of date and does not properly describe or compensate non-represented employee's work. Conducting this study will have a cost in the short term but should yield benefits in organizational efficiencies in the long term." In addition, the Budget Subcommittee recommended that "The City should develop consistently formatted individual position descriptions for every non-represented employee." Developing position descriptions would ensure that individuals are appropriately allocated to their respective classifications, based on the unique work of each employee.
2. The services were advertised under RFP BHR015 and five (5) responsive proposals were received. The selection committee reviewed and scored these proposals in accordance with PCC 5.68 and selected Sjoberg Evashenk Consulting, Inc.
3. The City desires to enter into a PTE contract with Sjoberg Evashenk Consulting, Inc. with a not-to-exceed contract amount of \$363,875.00.
4. The M/W/ESB participation in this contract is 0%.
5. Sufficient funding resides in Bureau of Human Resources General Fund budget beginning in FY 2014-15.

### NOW THEREFORE, the Council Directs:

- a. The Chief Procurement Officer is authorized to enter into a contract with Sjoberg Evashenk Consulting, Inc. for services substantially in accordance with contract 30004008 attached hereto as Exhibit A.
- b. The Mayor and Auditor are hereby authorized to draw and deliver checks payable to Sjoberg Evashenk Consulting, Inc. chargeable to the Bureau of Human Resources when demand is presented and approved by the proper authorities.

Section 2. The Council declares that an emergency exists because this project has been slated to be initiated July 1, 2014. Therefore, this Ordinance shall be in full force and effect from and after its passage by Council.

Passed by the Council: JUN 25 2014

Mayor Charlie Hales

Prepared by:

Date Prepared:

LaVonne Griffin-Valade  
Auditor of the City of Portland

By

  
Deputy

Agenda No. **186677**  
**ORDINANCE NO.**

Title

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<p><b>INTRODUCED BY</b>          Commissioner/Auditor:  <b>Mayor Hales</b></p>	<p>CLERK USE: DATE FILED <u>JUN 20 2014</u></p>
<p><b>COMMISSIONER APPROVAL</b>            Mayor—Finance and Administration, Hales</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p style="text-align: center;">LaVonne Griffin-Valade          Auditor of the City of Portland</p> <p>By:           Deputy</p>
<p><b>BUREAU APPROVAL</b>          CAO: Fred Miller          Bureau: Human Resources           Bureau Head: Anna Kanwit </p> <p>Prepared by: Larry Nelson          Date Prepared: June 11, 2014</p> <p>Financial Impact &amp; Public Involvement Statement          Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document          If "Yes" requires City Policy paragraph stated in document.          Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><b>City Auditor Office Approval:</b>          required for Code Ordinances</p> <p><b>City Attorney Approval:</b>          required for contract, code, easement, franchise, comp plan, charter </p> <p>Council Meeting Date <b>June 25, 2014</b></p>	<p><b>ACTION TAKEN:</b></p>

**AGENDA**

**TIME CERTAIN** ☐

Start time: \_\_\_\_\_

**Total amount of time needed:** \_\_\_\_\_  
 (for presentation, testimony and discussion)

**CONSENT** ☒

**REGULAR** ☐

**Total amount of time needed:** \_\_\_\_\_  
 (for presentation, testimony and discussion)

**FOUR-FIFTHS AGENDA**

**COMMISSIONERS VOTED  
 AS FOLLOWS:**

		YEAS	NAYS
1. Fritz	1. Fritz	<input checked="" type="checkbox"/>	
2. Fish	2. Fish	<input checked="" type="checkbox"/>	
3. Saltzman	3. Saltzman	<input checked="" type="checkbox"/>	
4. Novick	4. Novick	<input checked="" type="checkbox"/>	
Hales	Hales	<input checked="" type="checkbox"/>	