

**CITY OF LA VISTA**  
**MAYOR AND CITY COUNCIL REPORT**  
**JUNE 7, 2016 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
AWARD CONTRACT- CLASSIFICATION AND COMPENSATION STUDY	◆ RESOLUTION ORDINANCE RECEIVE/FILE	KEVIN POKORNY, DIRECTOR OF ADMINISTRATIVE SERVICES

**SYNOPSIS**

A resolution has been prepared to award a contract to the Nebraska Business Development Center (NBDC) at the University of Nebraska at Omaha (UNO) for professional services related to the development of a Classification and Compensation Study in the amount not to exceed \$19,975.

**FISCAL IMPACT**

The FY16 General Fund Budget contains funding for the proposed project.

**RECOMMENDATION**

Approval.

**BACKGROUND**

The purpose of the Classification and Compensation Study is to establish and maintain an equitable, comparable and non-discriminatory wage and salary plan structure for the city. All of the City's current positions will be included in the study.

The study will enable the City to provide a total compensation package (wages and fringe benefits) to its employees that is adequate, fair and comparable to like public and private employers. The study will involve the following key tasks: job evaluations, total compensation survey preparation and analysis, pay range determination, position and pay classification and preparation of required reports.

A total of three proposals were received and interviews were conducted with all three agencies. It is recommended that a contract be awarded to the Nebraska Business Development Center (NBDC). The NBDC has provided similar studies for both public and private entities throughout Nebraska and the Midwest. The project manager, Dr. Robert Ottemann has a PhD in Organizational Behavior – Personnel and Labor Relations, Executive Selection and Development, Labor Law, and JD in Employment Law – Labor Relations. His research interests include public sector labor relations, executive compensation, and managerial selection. NBDC has completed classification and compensation studies for several large private and public employers in the Omaha area. Proposals were received from:

NBDC	\$19,975
Austin Peters Group	\$20,660
Silverstone	\$21,000

A copy of all proposals are available for review in the Human Resource's office.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AWARDING A CONTRACT TO THE NEBRASKA BUSINESS DEVELOPMENT CENTER (NBDC) AT THE UNIVERSITY OF NEBRASKA OMAHA (UNO) FOR PROFESSIONAL SERVICES RELATED TO THE DEVELOPMENT OF A CLASSIFICATION AND COMPENSATION STUDY IN AN AMOUNT NOT TO EXCEED \$19,975.

WHEREAS, the City Council of the City of La Vista has determined that recruitment and retention of city staff through competitive compensation is part of its vision and priority; and

WHEREAS, the development of a Classification and Compensation Study will enable Council to establish and maintain an equitable, comparable and non-discriminatory wage and salary plan structure for the City; and

WHEREAS, the FY16 General Fund Budget included funding for a Classification and Compensation Study; and

WHEREAS, proposals were received and interviews were conducted; and

WHEREAS, the Director of Administrative Services has reviewed the proposals and recommends that a contract be awarded to Nebraska Business Development Center (NBDC) at the University of Nebraska Omaha (UNO), as the most qualified bidder; and

WHEREAS, Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure council approval prior to authorizing any purchases over \$5,000.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska, that a contract in a form satisfactory to the City Administrator and City Attorney, be awarded to Nebraska Business Development Center (NBDC) at the University of Nebraska Omaha (UNO), for the development of a Classification and Compensation Study in an amount not to exceed \$19,975.00, and that the Mayor is hereby authorized to execute said contract and the City Clerk is further directed to attest to the same.

PASSED AND APPROVED THIS 7TH DAY OF JUNE, 2016.

CITY OF LA VISTA

ATTEST:

Douglas Kindig, Mayor

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Rita M. Ramirez  
Assistant City Administrator

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