

## City Council – Action Request Form

**Date:** August 15, 2023

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**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

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**From:** Johnnie Taylor, Assistant City Manager  
Dr. Marquis H. Barnett, Human Resources Director

**Council Action Requested:**

Resolution Authorizing the City Manager to Enter into an Agreement with Management Advisory Group International, Incorporated to Perform a Classification and Compensation Review of all City Pay Plans and Policies

**Strategic Focus Area:** Service Excellence

**Strategic Objective:** N/A

**Strategic Plan Action Item:** N/A

**Key Work Item:** N/A



**Summary of Information:**

The City of Winston-Salem last evaluated the market competitiveness of the City’s pay plans and policies in 2018. In April 2023, the Human Resources (HR) Department issued a formal Request for Proposals (RFP) to identify providers with the capability to provide a classification and compensation review for all pay plans and policies.

Proposals deemed compliant with submission standards included Baker Tilly, Bolton Partners, and Management Advisory Group International (MAG), Inc. Following review of all proposals and interviews with finalists, City staff recommends acceptance of the proposal from MAG, Inc. MAG, Inc. provides expert knowledge and consultation on a wide range of classification and compensation areas including, but not limited to, market analysis, market comparison, position description, position analysis, and compensation analysis.

The review panel included: Human Resources Director Dr. Marquis H. Barnett, Fire Chief Trey Mayo, Police Chief William Penn, City/County Utilities Director Courtney Driver, Sr. Human Resources Analyst Christina Frelitz, and Human Resources Classification and Compensation

**Committee Action:**

<b>Committee</b>	FC 8/15/2023	<b>Action</b>	Approval
<b>For</b>	3 votes - yes	<b>Against</b>	
<b>Remarks:</b>	1 vote - abstain		

A breakdown of all scores is below:

<b>Respondent</b>	<b>M/WBE (20%)</b>	<b>Cost Effectiveness/ Price Value (25%)</b>	<b>Qualifications &amp; Experience (35%)</b>	<b>Governmental References (20%)</b>
Baker Tilly	100	75	105	20
Bolton Partners	100	100	81.67	60
MAG	100	125	175	100

<b>Provider</b>	<b>Score</b>	<b>Overall Ranking</b>
Management Advisory Group International	500	1
Bolton Partners	341.67	2
Baker Tilly	300	3

Based on the evaluation of the proposals, the evaluation team recommends that the City enter into a one-year agreement, with options to extend for two additional twelve-month periods with Management Advisory Group International, Inc. to provide a Classification and Compensation Study of the City's pay plans and policies to ensure market parity and continued employee development opportunities.

The attached resolution authorizes the City Manager to execute an agreement with Management Advisory Group International, Inc. to provide a Classification and Compensation Study with a fee not to exceed \$195,000.00 for an initial term of one year, with the option to extend for two additional twelve-month periods.