



SUBJECT: Award of contract - job evaluation implementation

TO: Corporate Services, Strategy, Risk & Accountability Cttee.

FROM: Human Resources Department

Report Number: HR-01-20

Wards Affected: All

File Numbers: 301

Date to Committee: August 13, 2020

Date to Council: August 24, 2020

Recommendation:

Authorize the award of the contract for consulting services related to job evaluation implementation to Gallagher Benefits Services (Canada) Group Inc. ("Gallagher McDowall Associates"), 181 University Avenue, Suite 1200, Toronto, Ontario, M5H 3M7 for \$205,660 including HST; and

Authorize the Manager of Procurement Services to issue a purchase order and/or sign any associated agreements with the bidder named above, subject to the approval of the Executive Director of Legal Services and Corporation Counsel; and

Approve the total cost of \$185,203.20 (Net HST) to be charged to the Human Resources Operating Budget.

PURPOSE:

Vision to Focus Alignment:

- Deliver customer centric services with a focus on efficiency and technology transformation.

Background and Discussion:

In the 2020 Operating Budget approval was provided to retain the services of a consultant to assist with the implementation of a new non-union job evaluation system. Approval was provided in the amount of \$180,000. The scope of the work also included

a market survey using the City's newly approved comparators and a renewal of the pay equity plan after implementation of the job evaluation system.

Strategy/process

On January 7, 2020 a Request for Proposal (Bid No: RFP-203-20) was issued and closed on February 5, 2020. A total of six (6) bids were received and of these bids, five (5) were compliant.

Following the City's Procurement By-Law, the contract is to be awarded to the highest scoring compliant bidder (named first below) along with their Total Price and has a value of between \$100,000.00 and \$5,000,000.00. Only the company names of the other Bidders are listed below.

No.	Name of Company	Total Bid including HST
Recommended Bidder		
1.	Gallagher Benefits Services (Canada) Group Inc. ("Gallagher McDowall Associates")	\$205,660
Other Bidders		
2	ASSOCIUM	
3	HR Strategies Consulting Inc.	
4	Pesce & Associates Human Resources Consultants	
5	Mercer (Canada) Limited (non-compliant)	
6	Sandra Haydon & Associates Inc.	

Financial Matters:

\$180,000 has been budgeted within the 2020 operating budget. The highest scoring compliant bid is \$185,203.20 (net HST), \$5,203.20 over budget. This additional amount will be accounted for within the 2020 Human Resources Operating Budget.

Source of Funding

2020 Operating Budget.

Other Resource Impacts

N/A

Climate Implications

N/A

Engagement Matters:

N/A

Conclusion:

It is being recommended that bid RFP-203-20 be awarded to Gallagher Benefits Services (Canada) Group Inc and that Human Resources find the additional \$5,203.20 within their 2020 Operating Budget.

Respectfully submitted,

Laura Boyd

Executive Director of Human Resources

Ext. 7631

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.