

**AMENDMENT NO. 1
TO THE AGREEMENT FOR COMPENSATION & CLASSIFICATION STUDY
SERVICES BETWEEN SNOHOMISH COUNTY AND THE SEGAL GROUP
RFP-021-21BC**

THIS AMENDMENT NO. 1 to that certain AGREEMENT FOR COMPENSATION & CLASSIFICATION STUDY SERVICES, dated March 28, 2022, (the "Agreement") is entered into as of this 31st day of May, 2022, by and between Snohomish County, a home rule charter county and a political subdivision of the State of Washington (the "County"), and The Segal Group, Inc. a Delaware Corporation licensed to do business in the State of Washington (the "Contractor").

In consideration of the covenants hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and Contractor agree that the Agreement shall be amended as follows:

Section 1. Pursuant to Section 3, Compensation; 3(f) Contract Maximum is hereby increased from \$245,000 to not to exceed \$420,000.

Section 2. Pursuant to Schedule A, Scope of Services, Step 2 Classification Analysis is hereby increased from 500 positions to include all 1,100 County job descriptions that cover approximately 2,800 employees. This includes the exemption review under FLSA and development of job descriptions for all positions included in the analysis.

Section 3 Pursuant to Schedule A, Scope of Service, Step 2 Classification Analysis, step 2.4, the number of days of employee interviews is increased from two days or sixteen hours to four (4) consecutive days.

Section 4 Pursuant to Schedule A, Scope of Service, Step 3 Total Compensation Market Assessment, the number of benchmark job titles is increased from 100 to 125.

Section 5. Pursuant to Section 3, Compensation; 3(a), the reference to Schedule B shall be modified to reference Schedule B-1, and Compensation, Schedule B is hereby replaced in its entirety with a new titled Schedule B-1 Compensation, attached to this Amendment No. 1 and by this reference incorporated herein.

Section 6. Except as expressly amended in this Amendment No.1, the terms and conditions of the Agreement remain unchanged and in full force and effect.

Section 7. This Amendment may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one and the same Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment 1 to be duly executed as of the date set forth above.

“Contractor”

THE SEGAL GROUP, INC.

By: *R Eledge*
Authorized Signature
Printed Name: Ruth Ann Eledge
Title: Vice President
Date: May 23, 2022

“County”

SNOHOMISH COUNTY

By: *K Klein* Klein, Kenneth
2022.05.31 11:57:53 -07'00'
Dave Somers
Snohomish County Executive
Date: _____

APPROVED AS TO FORM ONLY:

By: *Alan B. Smith*
Deputy Prosecuting Attorney
Date: 5/19/2022

COUNCIL USE ONLY	
Approved	<u>5/31/2022</u>
ECAF #	<u>2022-0470</u>
MOT/ORD	<u>Motion 22-234</u>



Schedule B-1 Compensation RFP #021-21BC

Project Step	Fixed Fee	Estimated Completion Date*
<p>Step 1: Project Initiation</p> <p>Assumes we meet via video-conference with the County's Project Team and conduct stakeholder interviews, as well as time associated with learning about the County's current compensation and classification structures, policies, and practices. Develop communication plan.</p>	\$5,000	6 weeks
<p>Step 2: Classification Analysis</p> <p>Steps 1 - 5</p> <ul style="list-style-type: none"> • Develop one customized Position Description Questionnaire • Analyze 1,100 current job titles covering 2,800 employees • Conduct at least four employee presentations via video-conference • Conduct up to four (4) consecutive days of employee interviews • Develop a recommended classification structure (one draft, one final) <p>Steps 6 - 11</p> <ul style="list-style-type: none"> • Recommend assignments of individual positions to job titles • Develop Job Families • Recommend FLSA exemption status of all titles • Develop Recommendations for Career Ladders 	<p>Steps 1 - 5 \$157,500</p> <p>Steps 6 - 11 \$157,500</p>	6 - 8 months
<ul style="list-style-type: none"> • Apply Segal Evaluator™ job evaluation approach • Draft position descriptions for all recommended job titles 		
<p>Step 3: Total Compensation Market Assessment</p> <ul style="list-style-type: none"> • Develop a customized total compensation market survey document with up to 125 benchmark job titles, to be distributed to no more than 12 public sector peer employers, as well as the use of up to three (3) published data sources to represent the private sector market • One draft and one final report of the market study findings 	\$50,000	3.5 months
<p>Step 4: Recommendations Development :</p> <ul style="list-style-type: none"> • Develop pay schedule(s) to cover all jobs covered by the study • Recommend grade assignments for all job titles covered by the study • Draft language for recommended compensation policies • Estimate the cost of implementing the recommended pay schedule, including recommendations regarding placement of each employee within the pay ranges, as well as one revised estimate based on Project Team's review and revisions • Assist with implementation 	\$25,000	2 months

Project Step	Fixed Fee	Estimated Completion Date*
Step 5: Present Final Results to the County Assumes we develop and deliver one presentation, via video conference, to the County Council	\$25,000	3 weeks
TOTAL FIXED FEE	\$420,000	

Additional Services. Our proposed fee assumes only the services and on-site meetings described in the proposal.

Title/Role	2022 Hourly Rate
Senior Consultant	\$400
Consultant	\$325
Associate Consultant	\$285
Senior Associate	\$250
Associate	\$225