

**CITY OF NORTHFIELD: JOB CLASSIFICATION & COMPENSATION STUDY RFP SCORING SHEET**

Criteria	FIRM				
	Arthur J. Gallagher & Co. Fox Lawson & Associates	Springsted Incorporated	McGrath HR Group	Orion HR Group	Flaherty & Hood
<b>Years of experience</b> that principal staff has advised a local govt. client on matters of job classification & compensation study on behalf of a local govt. client <b>11 or more – 20 points</b> <b>5-10 – 10 points</b> <b>1-5 – 5 points</b>	20 points  in the business for 30 yrs.	20 points  in the business for over 60 years	20 points  in the business since 2000 – 15 years	10 points  in the business since 2006 – 10 years	20 points  In the business 25 years
<b>Demonstrated knowledge</b> in areas in scope of services <b>11 or more – 30 points</b> <b>5-10 areas – 20 points</b> <b>1-5 areas – 5 points</b>	30 points	30 points	30 points	30 points	30 points
<b>Resources:</b> Demonstrated availability of firm professional staff, support staff and other resources within the firm to meet the needs of the City. <b>Adequate - 20 points</b> Resumes of consultant with demonstrated experience submitted, professional and support staff and other resources noted. <b>Less than adequate - 10 points</b> No consultant or one without demonstrated experience listed, few or no professional and support staff or other resources noted. <b>Not demonstrated - 0 points</b> Only one consultant and one professional or support staff listed – no other resources noted.	James Fox, Managing Director and Mike Verdorn, Senior Consultant  20 points	Ann Antonsen VP & consultant  Dan Tesch 25 years  Sara Haselbauer  20 points	Victoria McGrath CEO Project Manager 19 years  Lisa Eickholt Sr. Consultant  Michelle Lach Sr. Consultant  Malayna Halvorson Maes Consultant  20 points	Larry Morgan Founder & President of Orion HR Group 30 years  Ellen Benjamin President 33 years  20 points	Daniel Bennek HR Analyst  Brandon Fitzsimmons  20 points
<b>Cost of proposal:</b> <b>Lowest cost proposal - 15 pts.</b> <b>2<sup>nd</sup> lowest cost proposal – 10 pts.</b> <b>3<sup>rd</sup> lowest cost proposal – 5 pts.</b>	\$34,000-\$45,000  Not to exceed \$45,000	\$28,585 Out of pocket expenses not to exceed \$1,000  5 points	\$22,558 total cost  \$18,983 comp study & \$3,575 for writing job descriptions 10 points	\$32,000  Optional project steps 5A & 14A add'l \$7,500	\$22,000  Not to exceed lump sum cost  15 points
<b>Interview team ranking:</b> <b>Rank 1 – 15 points</b> <b>Rank 2 – 10 points</b> <b>Rank 3 – 5 points</b>		10 points	15 points		5 points
<b>TOTAL</b>		85 total points	95 total points		90 total points