



SACOG Board of Directors

February 14, 2008

Consultant Selection for Career Planning Assistance

Issue: Whether to enter into an agreement with Management Partners, Inc. for career planning assistance.

Recommendation: Because there was no quorum, the Government Relations & Public Affairs Committee did not take an official vote, but it was the consensus of those attending that they recommend that the Board authorize the Executive Director to enter into a contract with Management Partners, Inc. for \$50,000 for career planning assistance.

Committee Action/Discussion: On May 17, 2007, the Board adopted the Overall Work Program for 2007/08 which included the hiring of a consultant for career planning assistance with a budget not to exceed \$50,000.

This project was initially conceived because all of the executive staff have reached the point of being eligible to retire and three of the five are already past the “normal retirement age.” The scope of this consultant assistance has been expanded, however, beyond the traditional concept of succession planning to include career planning assistance for all interested staff, whether or not they would be likely candidates for executive leadership. The intent of the project is to help identify career development objectives and opportunities for all employees who are interested in advancing their careers at SACOG. Although we do focus on objectives and training needs through annual evaluations and more frequent informal evaluations, staff and management believe that our efforts will be enhanced with the assistance of a consultant with extensive experience in the staff assessment field.

A Request for Proposals was sent out to various individuals and firms on January 7, 2008 and was also posted on the SACOG website. The final closing date for receipt of the proposals was January 28. Six proposals were received. Out of the six proposals, a team consisting of both management and employee association members narrowed the proposals down to three. These three consultants were interviewed on Tuesday, February 5. Staff recommends Management Partners, Inc. for SACOG’s career planning needs. Management Partners, Inc. has extensive experience with large and small jurisdictions including cities, counties, special districts and JPA. They have deep knowledge of municipal service delivery approaches, best management practices and available benchmarking data and are willing to customize their scope of work to meet SACOG’s needs. Their reference checks were excellent and came from reliable sources.

Approved by:

Mike McKeever
Executive Director

MM:RT:ts

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