



Item #10-3-4

Government Relations & Public Affairs Committee Action

January 27, 2010

Amendment to and Extension of Consulting Contract with Management Partners

Issue: Whether to amend and extend Management Partners consulting contract with SACOG.

Recommendation: That the Government Relations & Public Affairs Committee recommend that the Board authorize an increase of the contract by \$50,000 for assistance through June 30, 2010. These funds were allocated in the FY 09/10 budget for consultant contracts. No additional budget amendments are needed.

Discussion: Over the past year, Management Partners has helped SACOG with crucial organizational planning during the transition from two retired directors to two new directors. Management Partners has helped develop an annual strategic planning process resulting in SACOG's first Strategic Plan. Since the onset, staff realized that additional funds would be needed to continue the implementation of the Strategic Plan and also the ongoing coaching of the management team's new directors, but delayed the extension until we had a better feel of what was needed. It is now time to transfer the funds into this contract. Staff recommends that the Management Partners contract be extended from March 1 through June 30, 2010, in an amount not to exceed \$50,000. Through this contract extension, Management Partners will assist in implementing SACOG's Strategic Plan, provide coaching to management team members and provide human resources support and expertise as needed.

A copy of the scope of work is attached.

Approved by:

Mike McKeever
Executive Director

MM:rt

Attachment

**Management Partners
Scope of Work
March 2010**

The work to be performed by Contractor includes four major components: 1) strategic plan implementation, 2) coaching to management team members, 3) human resources support and expertise, and 4) other projects as assigned by the Executive Director. These components have been grouped into the following four discrete activities to be performed by Contractor.

Activity 1: Assist in Implementing SACOG's Strategic Plan

The SACOG board will soon adopt a new strategic plan. It contains a significant number of projects to be implemented in a timely manner. Implementation assistance is desired from Management Partners.

Activity 2: Provide coaching to management team members.

Developing the skills and capabilities of management team members is critical to effective functioning of the organization. SACOG desires on-going assistance in providing coaching to management staff. Coaching will include developing individual coaching plans, advising on professional development opportunities, and one-on-one support and advice to individual managers. Coaching may also include team work, as desired by the Executive Director, to build the capacity of the team in carrying out the agency's ambitious work plan. Management Partners will make its team of consultants available for professional coaching and will identify targeted training services that address the skill gaps of managers.

Activity 3: Provide Human Resources Support and Expertise.

As necessary, Management Partners will provide human resources support to unforeseen human resource issues that may arise.

Activity 4: Other projects as assigned by the Executive Director.