



TIME REQUIREMENTS

Our professional experience is that a compensation study of approximately 104 benchmarks, 4 comparators, and total compensation will take 4-5 months to complete.

The following is a suggested timeline (which can be modified based on the County’s needs):

Deliverable	Total Compensation Study	Week #
A.	Meetings with Study Project Team and Management Staff and Initial Documentation Review	Week 1
B.	List of Comparator Agencies, Benchmark Classifications, and Benefits to be Collected	Week 2
C.	Data from Comparators and Preliminary Analysis of Data	Week 14
D.	Draft Compensation Findings/Additional Analysis/Study Project Team Meetings	Week 17
E.	Formal Appeals Process *	As Needed
F.	Final Presentation	As Scheduled

Our professional experience is that a compensation study of approximately 200-275 benchmarks, 4 comparators, and total compensation will take 5-6 months to complete.

The following is a suggested timeline (which can be modified based on the County’s needs):

Deliverable	Total Compensation Study	Week #
A.	Meetings with Study Project Team and Management Staff and Initial Documentation Review	Week 1
B.	List of Comparator Agencies, Benchmark Classifications, and Benefits to be Collected	Week 2
C.	Data from Comparators and Preliminary Analysis of Data	Week 20
D.	Draft Compensation Findings/Additional Analysis/Study Project Team Meetings	Week 24
E.	Formal Appeals Process *	As Needed
F.	Final Presentation	As Scheduled



Cost Option 3:

This third option is based on the following parameters:

- 275 benchmarks
- 4 comparator agencies
- Total compensation, including benefits

	Compensation Study	Hours
	Regular Meetings with Study Project Team and Other Stakeholders throughout Project, as Needed	20
A.	Meetings with Study Project Team and Management Staff and Initial Documentation Review	10
B.	List of Comparator Agencies, Benchmark Classifications, and Benefits to Be Collected	12
C.	Data from Comparators, Analysis and Preliminary Review of Data <i>Assumes up to 275 benchmarks, 4 comparators, and total compensation including benefits</i>	420
D.	Draft Compensation Findings/Additional Analysis/Study Project Team Meetings	75
E.	Formal Appeals Support *	0
F.	Final Presentation	8
	<i>Anticipated hours for additional unscheduled meetings and phone calls</i>	20
	Total Professional Hours -- Compensation	565
	Combined professional and clerical composite rate: \$165/Hour	\$93,225
	Expenses are included in our combined composite rate:	N/A
	<i>Expenses include but are not limited to duplicating documents, binding reports, phone, fax, supplies, postage, travel expenses, per diem, etc.</i>	
	TOTAL NOT-TO-EXCEED COST FOR PROJECT:	\$93,225
	*Additional consulting will be honored at composite rate (\$165/Hour)	