



Chandler - Arizona
Where Vision Makes The Difference

**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

18

2. Council Meeting Date:

February 26, 2015

TO: MAYOR & COUNCIL

3. Date Prepared: February 17, 2015

THROUGH: CITY MANAGER

4. Requesting Department: Human Resources

5. SUBJECT: Amendment No. One to Agreement with Patrick Ibarra, DBA The Mejorando Group for Professional Development Program (PDP) Pilot

6. RECOMMENDATION: Staff recommends City Council approve Amendment No. One to Agreement No. 3444, with Patrick Ibarra, DBA The Mejorando Group for Pilot Program Group 2 of the Professional Development Program pilot in an amount not to exceed \$27,900 and a total agreement amount not to exceed \$57,300.

7. BACKGROUND/DISCUSSION:

With the anticipation of upcoming retirements in key positions over the next five years, City staff began to research a method for a succession planning process. The City hired Patrick Ibarra of the Mejorando Group who has done work with many public sector organizations in this area. Mr. Ibarra worked with Human Resources to complete a workforce data retirement analysis in order to identify critical positions that would be needed in the upcoming years. Based on that data, the Professional Development Pilot program was developed. Sixty-eight (68) employees applied for this program and City staff interviewed 48 employees. City staff requested that the City Manager approve a second pilot because the selection committee was so impressed with the enthusiasm and quality of the applicants. The first pilot group concluded on December 16, 2014 and included a group of 12 managers aspiring for executive level positions. The second pilot group commenced on February 3, 2015 and includes 10 employees aspiring for management positions. Both groups participate in a 360 degree feedback process and customized training programs designed to provide them with the competencies to be better prepared to compete for future promotional opportunities.

8. EVALUATION: Patrick Ibarra of the Mejorando Group was selected by staff to facilitate the Professional Development Program pilot because of his unique experience as the consultant for the City's workforce data retirement analysis. That analysis resulted in, among other strategies, the pilot of a professional development program for City employees. The first agreement was entered into in September of 2014 and was approved by the City Manager given it was under the \$30,000 threshold required for Council approval. To provide program consistency, staff recommends that the Mejorando Group facilitate the conclusion of the second pilot program which now requires Council approval.

9. FINANCIAL IMPLICATIONS:

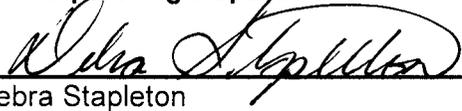
Pilot Program #1 \$29,400
Pilot Program #2: \$27,900
Total cost: \$57,300

<u>Acct. No.:</u>	<u>Fund:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Funds:</u>
1250-5814	101	PDP #2	N/A	\$27,900

10. PROPOSED MOTION: Move City Council approve Amendment One to Agreement No. 3444, with Patrick Ibarra, DBA The Mejorando Group for Pilot Program Group 2 of the Professional Development Program pilot in an amount not to exceed \$27,900 and a total agreement amount not to exceed \$57,300.

APPROVALS

11. Requesting Department



Debra Stapleton

13. Department Head



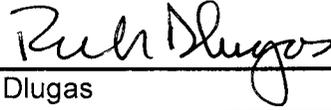
Debra Stapleton

12. Purchasing and Materials Manager



Christina Pryor, CPPB

14. City Manager



Rich Dlugas

**AMENDMENT NUMBER ONE
TO AGREEMENT BETWEEN THE CITY OF CHANDLER
AND
PATRICK IBARRA, DBA THE MEJORANDO GROUP
FOR PROFESSIONAL DEVELOPMENT PROGRAM PILOT
PROJECT NUMBER 3444**

This Amendment One to that certain Agreement between the City of Chandler (CITY) and Patrick Ibarra, DBA The Mejorando Group (CONTRACTOR) for Professional Development Program Pilot dated September 4, 2014 and is entered into this ____ day of _____, 2015.

NOW THEREFORE, the parties agree as follows:

1. Section 2, Scope of Work, is amended to provide that CONSULTANT shall perform the services described in Exhibit B of the original agreement and further described in Revised Exhibit C attached hereto and incorporated herein by reference.
2. Section 4, Fee Schedule of the AGREEMENT is hereby amended as follows. CITY shall pay to CONSULTANT an amount not to exceed Twenty Seven Thousand Nine Hundred Dollars (\$27,900.00) for the work done pursuant to this Amendment as more fully described in Revised Exhibit C attached hereto and incorporated herein for a total amount not to exceed Fifty Seven Thousand Three Hundred (\$57,300) for the completion of all the work and services described in this Amendment and this Agreement which sum shall include all costs or expenses incurred by CONSULTANT for the Agreement as a whole including this Amendment.
3. Section 5, Term, is amended to extend the term of this Agreement to June 30, 2015.
4. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this ____ day of _____, 2015.

CITY OF CHANDLER:

By: _____
Mayor

CONSULTANT:

By: Patrick Ibarra
Title: Owner

APPROVED AS TO FORM:

City Attorney

ATTEST: (If corporation)

ATTEST:

Secretary

City Clerk

WITNESS: (If individual or Partnership)

[SEAL]

**REVISED EXHIBIT C
FEE SCHEDULE**

Services	Time	Fee
<ul style="list-style-type: none"> ▪ Conduct Orientation Briefing with program participants. ▪ Administer 360-degree process for employees/participants. ▪ Facilitate on-site 1-1 consultation with participants that have received 360-degree feedback. Purpose is to review feedback and assist with creation of Individual Training and Development and Plan (ITDP). 	February, 2015	\$10,500
<ul style="list-style-type: none"> • Design curriculum for up to six training workshops. • Deliver six training workshops held approximately every two weeks at a City facility. • Attend Graduation Ceremony at conclusion of Pilot Program to celebrate achievement by participants. 	1. March 10 2. March 24 3. April 7 4. April 21 5. May 5 6. May 19	\$2,900 for ½ day training workshop x 6 workshops = \$17,400 NA
TOTAL		\$27,900