

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF EL MIRAGE
AND
LOGIC COMPENSATION GROUP, LLC.**

THIS PROFESSIONAL SERVICES AGREEMENT (this “Agreement”) is entered into as of November 1, 2022, between the City of El Mirage, an Arizona municipal corporation (the “City”), and Logic Compensation Group, LLC., an Arizona limited liability company (the “Contractor”).

RECITALS

A. The City of El Mirage and the Contractor desire to enter into this Agreement for the purpose of (i) establishing the terms and conditions by which the Contractor may provide necessary staff, services and associated resources to provide the City with an updated citywide, comprehensive employee compensation study for the purpose of attracting and retaining qualified City employees (the “Materials and Services”), and (iii) setting the maximum aggregate amount to be expended pursuant to this Agreement related to the Materials and Services.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing introduction and recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the Contractor hereby agree as follows:

1. Term of Agreement. This Agreement shall be effective as of the date first set forth above and shall remain in full force and effect until November 1, 2023 (the “Initial Term”), unless terminated as otherwise provided in this Agreement.

2. Scope of Work. Contractor shall provide the City with the Materials and Services under the terms and conditions of the Contract and as more particularly set forth in the Contractor Estimate attached hereto as Exhibit A and incorporated herein by reference.

2.1 Inspection; Acceptance. All Materials and Services are subject to final inspection and acceptance by the City. Materials failing to conform to the requirements of this Agreement will be held at Contractor’s risk and may be returned to the Contractor. If so returned, all costs are the responsibility of the Contractor. Upon discovery of non-conforming Materials or Services, the City may elect to do any or all of the following by written notice to the Contractor: (i) waive the non-conformance; (ii) stop the work immediately; or (iii) bring Materials or Services into compliance and withhold the cost of same from any payments due to the Contractor.

2.2 Cancellation. The City reserves the right to cancel any work order within a reasonable time after issuance. Should a work order be canceled, the City agrees to reimburse the Contractor, but only for actual and documentable costs incurred by the Contractor due to and after

issuance of the work order. The City will not reimburse the Contractor for any costs incurred after receipt of the City notice of cancellation, or for lost profits, shipment of product prior to issuance of a work order or for anything not expressly permitted pursuant to this Agreement.

3. Compensation. The City shall pay the Contractor an amount not to exceed \$35,000 during the Term of the Agreement for the Materials and Services at the rates set forth in the Contractor estimate.

4. Payments. The City shall pay the Contractor based upon acceptance and delivery of Materials and/or Services performed and completed to date, and upon submission and approval of invoices. Each invoice shall (i) contain a reference to this Agreement and (ii) document and itemize all work completed to date. The invoice statement shall include a record of materials delivered, time expended, and work performed in sufficient detail to justify payment. Additionally, invoices submitted without referencing this Agreement will be subject to rejection and may be returned.

5. Records and Audit Rights. To ensure that the Contractor and its subcontractors are complying with the warranty under Section 6 below, Contractor's and its subcontractors' books, records, correspondence, accounting procedures and practices, and any other supporting evidence relating to this Agreement, including the papers of any Contractor and its subcontractors' employees who perform any work or services pursuant to this Agreement (all of the foregoing hereinafter referred to as "Records"), shall be open to inspection and subject to audit and/or reproduction during normal working hours by the City, to the extent necessary to adequately permit evaluation of the Contractor's and its subcontractors' compliance with the Arizona employer sanctions laws referenced in Section 6 below. To the extent necessary for the City to audit Records as set forth in this Section, Contractor and its subcontractors hereby waive any rights to keep such Records confidential. For the purpose of evaluating or verifying such actual or claimed costs or units expended, the City shall have access to said Records, even if located at its subcontractors' facilities, from the effective date of this Agreement for the duration of the work and until three years after the date of final payment by the City to Contractor pursuant to this Agreement. Contractor and its subcontractors shall provide the City with adequate and appropriate workspace so that the City can conduct audits in compliance with the provisions of this Section. The City shall give Contractor or its subcontractors reasonable advance notice of intended audits. Contractor shall require its subcontractors to comply with the provisions of this Section by insertion of the requirements hereof in any subcontract pursuant to this Agreement.

6. E-verify Requirements. To the extent applicable under ARIZ. REV. STAT. § 41-4401, the Contractor and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees and their compliance with the E-verify requirements under ARIZ. REV. STAT. § 23-214(A). Contractor's or its subcontractors' failure to comply with such warranty shall be deemed a material breach of this Agreement and may result in the termination of this Agreement by the City.

7. Conflict of Interest. This Agreement may be canceled by the City pursuant to ARIZ. REV. STAT. § 38-511.

8. Applicable Law; Venue. This Agreement shall be governed by the laws of the State of Arizona and a suit pertaining to this Agreement may be brought only in courts in Maricopa County, Arizona.

9. Agreement Subject to Appropriation. The City is obligated only to pay its obligations set forth in this Agreement as may lawfully be made from funds appropriated and budgeted for that purpose during the City's then current fiscal year. The City's obligations under this Agreement are current expenses subject to the "budget law" and the unfettered legislative discretion of the City concerning budgeted purposes and appropriation of funds. Should the City elect not to appropriate and budget funds to pay its Agreement obligations, this Agreement shall be deemed terminated at the end of the then-current fiscal year term for which such funds were appropriated and budgeted for such purpose and the City shall be relieved of any subsequent obligation under this Agreement. The parties agree that the City has no obligation or duty of good faith to budget or appropriate the payment of the City's obligations set forth in this Agreement in any budget in any fiscal year other than the fiscal year in which this Agreement is executed and delivered. The City shall be the sole judge and authority in determining the availability of funds for its obligations under this Agreement. The City shall keep Contractor informed as to the availability of funds for this Agreement. The obligation of the City to make any payment pursuant to this Agreement is not a general obligation or indebtedness of the City. Contractor hereby waives any and all rights to bring any claim against the City from or relating in any way to the City's termination of this Agreement pursuant to this section.

10. Conflicting Terms. In the event of any inconsistency, conflict, or ambiguity among the terms of this Agreement, and invoices, the documents shall govern in the order listed herein. Notwithstanding the foregoing, and in conformity with Section 2 above, unauthorized exceptions, conditions, limitations or provisions in conflict with the terms of this Agreement other than the City's project-specific requirements, are expressly declared void and shall be of no force and effect. Acceptance by the City of any work order or invoice containing any such Unauthorized Conditions or failure to demand full compliance with the terms and conditions set forth in this Agreement shall not alter such terms and conditions or relieve Contractor from, nor be construed or deemed a waiver of, its requirements and obligations in the performance of this Agreement.

11. Indemnification; Insurance. In addition to and in no way limiting the provisions set forth in Section 11 above, the City shall be afforded all of the insurance coverage and indemnifications afforded to Tolleson to the extent provided under the Tolleson Contract, and such insurance coverage and indemnifications shall inure and apply with equal effect to the City under this Agreement including, but not limited to, the Contractor's obligation to provide the indemnification and insurance. In any event, the Contractor shall indemnify, defend and hold harmless the City and each council member, officer, employee or agent thereof (the City and any such person being herein called an "Indemnified Party"), for, from and against any and all losses, claims, damages, liabilities, costs and expenses (including, but not limited to, reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims"), insofar as such Claims (or actions in respect thereof) relate to, arise out of, or are caused by or based upon the negligent acts, intentional misconduct, errors, mistakes or omissions, in connection with the work or services of the Contractor, its officers, employees, agents, or any tier of subcontractor in the performance of this Agreement.

12. Notices and Requests. Any notice or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if (i) delivered to the party at the address set forth below, (ii) deposited in the U.S. Mail, registered or certified, return receipt requested, to the address set forth below or (iii) given to a recognized

and reputable overnight delivery service, to the address set forth below:

If to the City: The City of El Mirage
10000 N El Mirage Road
El Mirage, Arizona 85335
Attn: Crystal Dyches, City Manager

If to Contractor: Logic Compensation Group, LLC.
112 E. Palmcroft Drive
Tempe, AZ 85282
Attn: Lori Messer, Principal

or at such other address, and to the attention of such other person or officer, as any party may designate in writing by notice duly given pursuant to this subsection. Notices shall be deemed received: (i) when delivered to the party, (ii) three business days after being placed in the U.S. Mail, properly addressed, with sufficient postage or (iii) the following business day after being given to a recognized overnight delivery service, with the person giving the notice paying all required charges and instructing the delivery service to deliver on the following business day. If a copy of a notice is also given to a party's counsel or other recipient, the provisions above governing the date on which a notice is deemed to have been received by a party shall mean and refer to the date on which the party, and not its counsel or other recipient to which a copy of the notice may be sent, is deemed to have received the notice.

13. **Forced Labor of Ethnic Uyghurs.** Pursuant to Arizona Revised Statutes Title 35, articles 10, Contractor agrees and certifies that it does not currently, and agrees for the duration of this Agreement that Contractor will not, use: (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; or (3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Contractor becomes aware during the term of the contract that it is not in compliance with this written certification, the company shall notify the City within five business days after becoming aware of the noncompliance. If Contractor does not provide the City with a written certification that Contractor has remedied the noncompliance within 180 days after notifying the City of the noncompliance, this Contract terminates, except that if the contract termination date occurs before the end of the remedy period, the Contract terminates on the Contract termination date. Contractor also agrees to indemnify and hold harmless the City, its officials, employees, and agents from any claims or causes of action relating to the City's action based upon reliance upon this representation, including the payment of all costs and attorney fees incurred by the City in defending such an action.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first set forth above.

“City”

CITY OF EL MIRAGE,
an Arizona Municipal Corporation

Crystal Dyches, City Manager

ATTEST:

Sharon Antes, City Clerk

APPROVED AS TO FORM:

Justin S. Pierce, City Attorney

“Contractor

Logic Compensation Group, LLC,
an Arizona Limited Liability Company

By: 

Name: Lori Messer

Its: Managing Director

EXHIBIT A
TO
PURCHASING AGREEMENT
BETWEEN
THE CITY OF EL MIRAGE
AND
LOGIC COMPESNATION GROUP, LLC.

[Compensation Study Update: Contractor Estimate]

See following pages.

Exhibit A



Logic Compensation Group
Total Rewards Consulting

Compensation Study Update

Prepared for the City of El Mirage Arizona

October 20, 2022

Submitted By:

Lori Messer, MA, CCP

Managing Director

Logic Compensation Group

112 E. Palmcroft Drive

Tempe, AZ 85282

Phone: 480.431.4702

Email:

Lori.Messer@LogicCompGroup.com

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October 20, 2022

Dawn Kurek
Human Resources Director
City of El Mirage
10000 N. El Mirage Road
El Mirage, AZ 85335

RE: Compensation Study

Dear Dawn:

Logic Compensation Group (LCG) is pleased to submit our proposal to the City of El Mirage (the City) to conduct an update of the compensation study that was completed in 2021. This update will evaluate the system and structure that was established during the previous study to support the City in recruiting, developing and engaging the talent required to meet the City's mission, vision and goals. Utilizing the Scope of Services document the City has provided, LCG has developed this proposal specific to those needs and activities.

Our consulting team guided the City in the previous 2020/2021 classification and compensation study. The City is currently using LCG's job evaluation system, Logic Leveling™ and the LCG's data analysis workbooks and methodologies, both of which are proprietary products of LCG. Therefore, LCG is the only firm that can utilize and apply these tools.

LCG appreciates the opportunity to submit this proposal and would consider it a privilege to continue to serve the City. I will be the primary contact for the proposal discussion and am responsible for negotiating all terms and conditions with the City. Our proposal is valid for a minimum of 60 days. Should you need additional information regarding this proposal, please contact me directly at (480) 431-4702 or Lori.Messer@LogicCompGroup.com.

Respectfully,

LOGIC COMPENSATION GROUP, LLC



Lori Messer, MA, CCP
Managing Director
112 E. Palmcroft Drive
Tempe, AZ 85282
W: LogicCompGroup.com

Company Background

LCG is staffed by eight total rewards professionals, of which seven have over 20 years of experience performing compensation and classification studies, job evaluation and performance management design. Senior members of the team have previous ownership of other consulting businesses and hands-on practitioner and leadership experience working in public and private sector organizations.

Prior to the formation of Logic Compensation Group, the senior level staff worked together for a Fortune 500 consulting firm for seven years in a regional office of a Fortune 500 public sector human resources consulting firm that focused on the conduct of classification and compensation studies. Our team has performed compensation, classification and performance management studies for public sector organizations ranging from three to over 10,000 employees.

Logic Comp has offices across the United States with staff based in Arizona, Iowa, Minnesota and Florida. Our leadership team is based in Tempe, Arizona and Marion, Iowa and staffed by a Managing Director or Principal Consultant. Our contact information is as follows:

| ARIZONA | IOWA |
|--|--|
| 112 E. Palmcroft Drive Tempe, AZ 85282 Phone: (480) 431-4702 Managing Director: Lori Messer, MA, CCP Lori.Messer@LogicCompGroup.com | 4395 Flagstick Drive Marion, Iowa 52302 Phone: (303) 916-9180 Principal Consultant: Annette Hoefer, MBA, CCP Annette.Hoefer@LogicCompGroup.com |
| FEIN Number: 84-2864177 URL: https://logiccompgroup.com Firm Certifications: Small Business Enterprise (Arizona) Disadvantaged Business Enterprise (Arizona) | |

Our business model, knowledge base and expertise are focused on the public sector. With extensive public sector and human resources experience, and a team with collective experience of over 125 years, our firm can offer our clients a variety of core and value-added services, including:



Total Reward Strategy Development



Classification Studies



Job Evaluation



Compensation Studies



Performance Management Planning and Evaluation



Organizational Change Management



Human Resources Planning and Audits



Executive Compensation

Proposed Project Members

The LCG team has over 125 years of combined experience. Our senior staff have worked together as colleagues over ten years. Our consultants are members of *WorldatWork*, ICMA, and/or IPMA ensuring that we remain up to date on the latest classification and compensation trends and best practices. The City's consulting team includes:

LORI MESSER, MA, CCP – Managing Director

Study Responsibilities: Lori is the Managing Director of the firm. During the City's study, Lori will be responsible for overall study management and oversight of all study deliverables. Her additional responsibilities include providing quality assurance for the classification and compensation technical work.

Professional Background: Lori has over 30 years of compensation experience as a consultant and practitioner. Lori has worked with a variety of public and private sector organizations, including states, cities, counties, school districts, colleges and universities, and special districts. Immediately prior to starting the firm, Lori spent seven years working as a Senior Consultant, and subsequently, as the west coast office Principal Consultant for Gallagher Benefit Services' Human Resources and Compensation Consulting public sector practice. Prior to this, Lori held a variety of consultative human resources and compensation positions in high tech, distribution, healthcare, and local government organizations.

Lori has a bachelor's degree in business administration from Arizona State University and a master's degree in education from the University of Phoenix. She is also a member of *WorldatWork* and has earned her CCP certification. Lori also serves on the Merit Board for the City of Tempe, Arizona.

ANNETTE HOEFER, MBA, CCP – Principal Consultant

Study Responsibilities: Annette is a Principal Consultant of the firm. During the City's study, Annette will be an additional primary contact to the City for the study as well as providing quality assurance to the project.

Professional Background: Annette has spent over 25 years performing classification and compensation studies for the public sector as a Senior Consultant with Lee & Burgess Associates, Fox Lawson & Associates and Gallagher Benefit Services' Human Resources and Compensation Consulting public sector practice. Clients include cities, counties, states, and special districts such as utility and transit organizations. She has also occupied human resources positions in the healthcare, energy, and insurance industries as a compensation specialist.

Annette has a bachelor's and master's degree in business administration from the University of Iowa. She has earned her CCP certification. She has previously served as a board member for the Rocky Mountain Compensation Association.

NICHOLE ARKO, MBA, CCP – Senior Consultant

Study Responsibilities: Nichole will serve as the lead consultant for the compensation-related tasks of the study. Nichole is based in Arizona.

Professional Background: Nichole has 20 years of comprehensive human resources and compensation experience in the public and private sector. She was a former Consultant at Gallagher Benefit Services' Human Resources and Compensation Consulting public sector practice. Nichole has worked with a variety of public and private sector organizations, including cities, counties, museums, and colleges. Prior to joining the firm, Nichole spent time in a variety of consultative compensation positions in healthcare, environmental services, and manufacturing organizations.

Nichole has a bachelor's degree in marketing from Arizona State University and a master's degree in business administration from the same institution. She is also a member of the Arizona Total Rewards Association and *WorldatWork*. She holds a CCP certification.

DEBORAH THALASITIS, MPA – Senior Consultant

Study Responsibilities: Deb will assist with any classification activities as needed. Deb is based in Arizona.

Professional Background: Deb is responsible for conducting classification, job evaluation, and human resource strategy and policy consulting projects. Prior to joining the firm, Deb spent over six years working as a Senior Consultant for Gallagher Benefit Services' Human Resources

Compensation Consulting practice. As a consultant, Deb worked with various types of organizations including states, cities, counties, colleges and school districts. Prior to working with Gallagher, Deb spent 31 years in the public sector (cities, counties and colleges) serving in a variety of leadership roles including Human Resources Director, Administrative Services Director and Assistant City Manager for communities ranging in population from 40,000 to 1.3 million.

Deb has a bachelor's degree in Political Science from the University of Florida and a master's degree in Public Administration from the same institution. She is a lifetime member of ICMA and a member of IPMA.

HEIDI NELSON, CCP, CBP – Senior Consultant

Study Responsibilities: Heidi will provide supplemental support for all tasks of the City's study. Heidi is based in Minnesota.

Professional Background: Heidi has over 25 years of comprehensive human resources and compensation experience in providing classification and compensation services and mentorship for both public and private employers. She is skilled in the areas of compensation and benefits survey design and analysis, pay equity review, and compensation system development. She was a former Senior Consultant at Ernst & Young, Fox Lawson & Associates, and Gallagher Benefits Services. Most recently, Heidi was an in-house senior compensation consultant within Farm Credit Foundations.

Heidi attended the University of Minnesota specializing in Business Management and has completed continuing education coursework from the same institution in Industrial Relations, Methodology and Design of Salary Surveys, and Compensation Administration, and has earned her CCP and CBP certifications from *WorldatWork*.

MADELINE MESSER, BS – Associate Consultant

Study Responsibilities: Madeline will provide support for all tasks as needed. Madeline is based in Florida.

Professional Background: Madeline attended Arizona State University earning a bachelor's degree in Mathematics with a specialization in Statistics. Madeline is currently pursuing her CCP certification from *WorldatWork*.

BRUCE G. LAWSON, MPA, CCP, IPMA-SCP – Technical Advisor

Study Responsibilities: Bruce is a Technical Advisor to the firm, providing technical direction and quality assurance on client studies. Bruce is based in Arizona.

Professional Background: Bruce has directed and performed classification and compensation studies for more than 35 years both domestically and internationally. Bruce was a founder and Managing Partner with Fox Lawson & Associates LLC. Prior to forming Fox Lawson, he spent 15 years with the firm Ernst & Young LLP where he served as the National Director of their public sector compensation consulting practice. Bruce was a past National Managing Director for Gallagher Benefit Services' Human Resources and Compensation Consulting public sector practice. He also served as City Manager in two California cities (Los Altos Hills and Belvedere), was the County Administrative Officer in Multnomah County (Portland) Oregon, Assistant City Manager/Personnel Director in Corvallis, Oregon, and Assistant to the City Administrator/Personnel Director in Placentia, CA. Bruce served on the City of Phoenix's (AZ) Public Safety Employees Retirement Board for 12 years.

Bruce has a master's degree in public administration from California State University at Fullerton, is a.b.d. in public administration from Golden Gate University in San Francisco and has earned his CCP certification from *WorldatWork*. He is also an active member of several professional associations including the College & University Professional Association for Human Resources, the International City & County Management Association, the International Public Management Association for Human Resources, the Society for Human Resources Management and *WorldatWork*.

SANDY SPELLMAN, MBA – Technical Advisor

Study Responsibilities: Sandy provides technical review on communications activities. Sandy is based in Arizona.

Professional Background: Sandy has over 30 years of comprehensive consulting experience with public sector organizations. She has conducted studies for over 15 years and specializes in the areas of classification, communications, human resource strategy and process, performance management and employee and management focus group meetings. Sandy has worked with various types of organizations including states, cities, counties, colleges and universities, and the federal government. Prior to joining the firm, Sandy was a Senior Consultant at Gallagher Benefit Services' Human Resources and Compensation Consulting public sector practice. Prior to Gallagher, she spent 18 years with Ernst & Young's consulting practices where she was responsible for client and internal change management, communications, and training strategies. She has also held state executive and legislative positions addressing a wide range of human resources and related issues.

Sandy has a bachelor's degree in Sociology/Political Science from Arizona State University and a master's degree in Public Administration with an emphasis in Organizational Development from the same institution. She is a member of several professional associations, including the

College & University Professional Association for Human Resources and International Public Management Association for Human Resources.

Proposed Methodology

Per the City's Scope of Services document, the City would like to update its existing salary structure to maintain a market position that aligns with the 60th percentile of the market and evaluate targeted supplemental/premium pay practices. Based on our understanding of the City's needs by way of the City's Scope of Services document, we have prepared a detailed summary of the tasks we believe address your stated issues, which begins below.

| Task 1: Project Initiation |
|--|
| LCG will meet with the City's project team to initiate the study process by discussing the City's current compensation needs, issues and goals. We will also initiate bi-weekly meetings by video or conference call with the City's project manager and/or team to inform on study progress and address any concerns along the way. |
| Activities and Deliverables |
| Organization, classification, compensation, job description and related materials collected and reviewed. |
| Initial meetings conducted with City study staff as appropriate to address current issues related to compensation, pay practices, policies, philosophies, and strategies. |
| Project timetable refined. |
| Validation of market comparators to survey. |
| Study parameters clarified and defined. |

Task 2: Data Collection and Assessment

This task will assess how the City's compensation program compares to the relevant labor market. Through the survey process, data is collected and analyzed to evaluate and update the City's pay system.

A survey document is developed to collect the appropriate base pay and targeted pay practices (additional and supplementary pay) data. LCG will ensure that data received is accurate and a competitive analysis is conducted. An updated pay plan will be developed based on data collected and an analysis of internal relationships of the City's jobs. LCG will provide up to two (2) implementation strategies (dependent upon study findings) and discuss with the City. Considerations will be given to budget constraints, pay compression, pay inequities, and current personnel practices.

Activities and Deliverables

Within the previous study, LCG recommended benchmark jobs to be surveyed (91 jobs) and will utilize that same benchmark list to ensure consistency from year to year. A limited number of substitutions can be made due to new jobs being developed or insufficient data collected from the previous study. Generally, the same pay practices questions will also be included for survey and some updates can be made.

A customized survey document is developed to collect comparable pay and pay practices data from the City's specific labor market organizations.

The survey document is distributed by email and LCG consultants' follow-up with surveyed organizations to encourage participation, answer questions, and ensure data quality.

Survey data is reviewed and analyzed according to survey specifications determined in partnership with the City.

LCG conducts an analysis to determine the competitive position of the City's pay in relationship to the market.

The results of the market survey are coordinated to update the City's pay structure(s) in alignment with the City's philosophy.

Results of the analysis will be discussed with the City. Considerations will be given to budget constraints and current personnel practices. The estimated cost for up to two (2) transition options will be developed and analyzed

Task 3 and 4: Project Deliverables and Final Report

LCG will be communicating the results of each task, along with our recommendations, at key milestones and critical junctures during the project with the City's Project Team. Throughout the project, draft reports including outcomes and process for each task of the project will be prepared and delivered to the City. LCG will also provide recommendations for selected pay administration policies and practices as requested by the City.

Because LCG consultants will be providing in-depth explanation and approved deliverables throughout the process, the final report will be a culmination of the comprehensive results of all study activities. At the conclusion of the study, a draft report is prepared and presented by LCG that combines all prior task reports into a consolidated document detailing the study's processes, methodologies, findings and recommendations. Based on discussions with the City, the report will be finalized. The final report will be presented to Council and administration by LCG consultants that have been involved in the study each step of the way.

Activities

LCG develops draft reports for each task and leads discussions of each draft with the City's study team. LCG develops a draft report for all tasks and leads a discussion of the draft with the study team.

A subsequent final report outlining all processes, methodologies, findings, and recommendations of the study is presented to the City.

LCG presents the report to the City and leads the discussion with stakeholders concerning the recommendations.

LCG will provide training to the City's Human Resources staff on the use, administration and maintenance of the approved classification and compensation systems.

Task 5: Program Maintenance and Client Support

Change management is a process and goes beyond the initial study. Because our business model is focused on the quality of client relationships and systems, LCG intends to be a resource for our clients long after completion of the immediate study. Within our proposed study timeline, LCG accounts for the on-going program implementation and maintenance process by incorporating complimentary follow-up meetings with the City following the completion of our work.

Activities and Deliverables

LCG continues to assist the City by conducting complimentary follow-up meetings with the City at 3, 6, 9 and 12-months following study implementation. These meetings are critical in ensuring that the systems are meeting your needs.

LCG can provide additional guidance for any unanticipated issues or concerns that may have arisen following the completion of the study.

Time Schedule

Logic Compensation Group takes pride in meeting established timelines. If timelines are within our control, our clients can be assured that LCG will deliver results on time.

We are prepared to commence the work immediately upon receiving your authorization to proceed. In today's world, speed is very important. However, given the significance of this project, it is just as important for the City to have sufficient time to review and approve the recommendations of LCG and to ensure proper communications occur.

LCG has prepared a timeline that supports the City's Scope of Services. We will discuss the details of each task during Task 1 and identify specific deadlines for the project at that time. Our project management partnership approach ensures that the City is aware of all documentation and time required to ensure that collectively we meet our agreed upon project deadlines.

| Tasks | Months | | | | | | |
|---|----------|----------|----------|----------|------------|------------|-----------|
| | Nov 2022 | Dec 2022 | Jan 2023 | Feb 2023 | March 2023 | April 2023 | 2022/2023 |
| 1. Study Initiation | | | | | | | |
| 2. Data Collection and Assessment | | | | | | | |
| 3. Project Deliverables and Final Report | | | | | | | |
| 4. Program Maintenance and Client Support | | | | | | | |

Price Proposal

LCG's fees to conduct the update of the study will not exceed **\$35,000** and includes 2 days on-site for meetings. LCG can provide activity and fee alternatives to assist the organization in

meeting its financial objectives if the City requires a reduced scope and cost. Logic Compensation Group bills monthly based on work completed.

For work beyond that specified in this proposal, additional fees and out of pocket expenses will be involved. We are available for discussion if the City requests services beyond the stated scope. We guarantee our rates, shown below, for a minimum of one (1) year following completion of the City's study.

| Level | Rate |
|----------------------|-------|
| Managing Director | \$325 |
| Principal Consultant | \$300 |
| Technical Advisor | \$300 |
| Senior Consultant | \$225 |
| Consultant | \$175 |
| Associate Consultant | \$125 |

Conclusion

LCG welcomes the opportunity to continue a partnership with the City of El Mirage. Thank you for this opportunity to present our proposal. We look forward to hearing from you soon.