



Classification and Total Compensation Study RFP

October 9, 2012

Proposed RFP Timeline

- 10/09/12 – Presentation to the Commissioner's Court;
Invitation to Departments to participate
- 10/23/12 – Court Approval of RFP
Release/Advertisement
- 11/09/12 – Pre-Bid Conference, HR Training Room
(non-mandatory)
- 11/21/12 – RFP's due at 2:30 p.m.; Department's Job
Analysis Questionnaires/Updated Job
Descriptions due to HR
- 12/11/12 – Selection Committee Recommendation;
Invitation to Departments to participate
- 12/18/12 – Contract Award; Communication to
Departments of Consultant Name / Proposed
Phased Process and Timelines

General FY 14 Budget Calendar

February New Personnel Request Information Sent Out

*March New Personnel Requests Due
Pre-Budget Meetings between County Departments and Budget Office*

*April Budget Center Training / New User & Refresher Course
Budget Workshop (Court, E.O.s and DHs) Additional info to be sent
Budget Center Training / New User & Refresher Course
Budget Instructions/Policy Disbursed
Budget Center Open for Input/Requests*

*May Budget Center Closed for Input/Requests
Budget Workshop - Presentation from Alvin Lankford/Chief Appraiser
Pre-Recommendation Public Hearing/Departmental Presentations*

*July Budget Center Open for Viewing Recommendations
Post-Recommendation Public Hearing/Departmental Presentations*

August Budget Modification Voting Sessions

Aug 27 Adopt 2013-2014 Budget

Proposed Selection/Evaluation/ Steering Committee Members

Captain Mike Gleason - Sheriff's Office

Constable Robert Chody - Constable Pct. #1

Judge Edna Staudt - JP Pct #2

Valerie Covey - Commissioner, Pct #3

Deborah Hunt - Tax Assessor/Collector

Connie Watson - Public Information Officer

Donna Harrell - Director of Veteran's Services

John Sneed - Sr. Director of Emergency Services

Lisa Zirkle - Sr. Director of Human Resources

Proposed Evaluation Criteria and Points

30 Points – Experience and Qualifications of
Personnel

30 Points – Methodology and Responsiveness

20 Points – Ability to Meet Scheduling

20 Points - Pricing

Expected Deliverables from Proposed Entities

**Cost Proposal – Firm Fixed
Price**

**Timeline for phased study
process outlined below**

**Performance Guarantees
for Product Delivery**

Deliverables -Post-Award Project Implementation Meeting with Steering Committee / Employees



Deliverables - Phase I

Sheriff's Office Peace Officer Job
Families/Jobs/Positions Review (Law
Enforcement)

Report to Steering Committee

Report to Commissioner's Court



Deliverables - Phase II

Remaining Law Enforcement Job
Families/Jobs/Positions Review (Corrections,
Constables, Non-Sheriff's Office Investigators)

Report to Steering Committee

Report to Commissioner's Court



Deliverables - Phase III

Civilian Job Families/Jobs/Positions Review (all Non-Tenure
Plan jobs/positions including Elected Officials)

Report to Steering Committee

Report to Commissioner's Court



Deliverables - Phase IV



Summary Report to
Steering Committee

Summary Report to
Commissioner's Court