

M Management Committee

Meeting date: July 25, 2012

ADVISORY INFORMATION

Date:	July 16, 2012
Subject:	Authorization to increase contract amount with PDI Ninth House
District(s), Member(s):	All
Policy/Legal Reference:	Council policy 3-3 Expenditures – Procurement of Goods and Services Over \$250,000
Staff Prepared/Presented:	Marcy Syman, (651) 602-1417
Division/Department:	Acting Human Resources Director

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to increase the contract amount with PDI Ninth House from \$248,000 to \$358,100.

Background

The Council went out for RFP for candidate assessment, competency model, and 360 degree feedback services in early 2009 and awarded the contract to PDI Ninth House through December 31, 2011. Last fall, the contract length was extended to December 31, 2012.

PDI Ninth House has provided the Council's core competency model upon which assessment, interview questions, performance management and 360 degree feedback services are built and delivered. In particular, PDI provides assessment services as a regular part of selection processes for leadership positions in Environmental Services.

Rationale

The additional funding will be required to complete assessments for leadership positions currently open and any additional positions anticipated between now and December 31, 2012. There has been a significant increase in the number of leadership retirements within the Council's Environmental Services division with eight recruitments currently in process and an additional nine expected through the end of the year. The increase in contract amount represents a cap on the amount payable under the contract; it is a "ceiling," and not a guarantee or entitlement. The actual amount paid under the agreement is based upon: actual services requested and rendered, and the budget amount(s) approved by the Metropolitan Council.

The Human Resources will rebid these services for January 1, 2013 and beyond.

Funding

Annual budget for competency models, interview questions, 360 degree feedback and some candidate assessment is included in the Human Resources budget. Environmental Services has an annual budget for candidate assessments for their division.

Known Support / Opposition

Currently all the customers at organization are very satisfied with the service received by PDI Ninth House.