

## **EWEB Board Consent Calendar Request**

*For Contract Awards, Renewals, and Increases*

The Board is being asked to approve a new agreement with **McLean & Company** for **Human Resource Research & Advisory Membership Services**.

Board Meeting Date: September 5, 2023  
Project Name/Contract #: Human Resource Research & Advisory Membership Services / 23-171-S  
Manager: Kira Hutchens Ext. 7629  
Executive Officer: Lena Kostopulos Ext. 7466

### **Contract Amount:**

Original Contract Amount: \$212,000  
  
Additional \$ Previously Approved: \$0  
Spend over last approval: \$0  
Amount this Request: \$0  
% Increase over last approval: NA  
Resulting Cumulative Total: **\$212,000 (Over 5 years)**

### **Contracting Method:**

Method of Solicitation: Direct Negotiation  
If applicable, basis for exemption: EWEB Rules 6-0170 & 6-0180  
Term of Agreement: Initial term is 3 years with the option to extend additional years  
  
Option to Renew? Yes, after 3 years  
Approval for purchases "as needed": Yes  No   
Proposals/Bids Received (Range): NA  
Selection Basis: Exemption from solicitation under EWEB Rules 6-0170 & 6-0180

### **Narrative:**

#### Operational Requirement and Alignment with Strategic Plan

EWEB is renewing a membership with McLean & Company, an HR research and advisory firm. EWEB's membership includes full access to HR best-practice tools, templates, training materials, and methodologies, as well as phone access to analysts, and various workshops.

EWEB leverages McLean's New Hire, Engagement, and Exit survey tools to gather data on employee's perspectives of EWEB as an employer, to identify opportunities for improvement. Additionally, this renewal/new agreement includes Advisory level access, which will be used for DEI-focused initiatives to support Board goals.

#### Contracted Goods or Services

McLean & Company membership includes unlimited Advisory level access, 10 "seats" (users), an option of Signature or HR Elevate event ticket, one contract review on HR Technology, one 360 Personal Evaluation, and quarterly virtual Leadership Peer-to-Peer Roundtable access.

Purchasing Process

Membership services are exempt from solicitation per EWEB Rule 6-0180, Membership Dues & Fees, and the training program is a publicly available training accessed under a paid subscription and therefore additionally exempt per EWEB Rule 6-0170, Copyrighted Materials & Subscriptions.

Bids Received

NA

Prior Contract Activities

EWEB Contract	Project Name (Description)	Board Approved	Project Duration (Start to Close)	Original Amount	Approved/Amended Amount to Date (Total)	Reason Code
PO 30145	Membership – 1 year	NA	10/31/2022 – 10/31/2023	\$26,733	NA	NA
PO 25256	Membership – 1 year	NA	10/31/2021 – 10/31/2022	\$25,460	NA	NA
PO 22113	Online Management Fundamentals Training	NA	10/31/2020 – 10/31/2021	\$21,100	NA	NA

Reason Code: AM = Additional Materials, AW = Additional Work, EW= Emergency Work, SD = Staff Directed, UC = Unforeseen Conditions, Other

**ACTION REQUESTED:**

Management requests the Board approve an agreement with McLean & Company for Human Resource Research & Advisory Membership Services. Approximately \$36,440 was planned for these services in the 2023 Workforce Services budget of \$4.05 million. Variances will be managed within the budget process and Board policy.