



Office of the City Manager

REVISED AGENDA MATERIAL for Supplemental Packet 1

Meeting Date: July 7, 2024

Item Number: 7

Item Description: Contract: Gallup, Inc for Employee Engagement and Development

Submitted by: David Sprague, Fire Chief

Modified the procurement to piggybacking on the General Services Advantage (GSA) contract No. 47QRAA19D003U with Gallup, Inc.



Office of the City Manager

CONSENT CALENDAR
July 9, 2024

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: David Sprague, Fire Chief
Subject: Contract: Gallup, Inc for employee engagement and development

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee(s) to enter into a contract and any amendments with Gallup, Inc for reporting, coaching and learning tools and resources that focus on employee strengths-based development piggybacking on the General Services Advantage (GSA) contract No. 47QRAA19D003U. The contract will be effective August 1, 2024 and end on September 30, 2026 in an amount not to exceed \$150,000. The contract may be extended for up to three additional years at a cost not to exceed an additional \$75,000 per year.

FISCAL IMPACTS OF RECOMMENDATION

All funds required to pay for this contract are in the Department's baseline operating budget. Funding sources include but are not limited to Measure FF, UC Settlement Funds, and the General Fund. Other Departments may utilize this contract.

CURRENT SITUATION AND ITS EFFECTS

The Department has been working diligently to develop systems, programs, and resources to support employee development across all classifications. One key area of focus is developing current and future supervisors. We believe well trained supervisors are the key to happy and satisfied employees. The Department has hosted numerous leadership and management courses subsequent to receiving a \$180,000 FEMA grant, Department leaders have established quarterly meetings with all supervisors to discuss current topics and needs, and the organization is in the middle of hosting its first supervisor development academy. This contract will help advance the Strategic Plan goal of attracting and retaining a talented and diverse City government workforce.

We have used Gallup products and concepts extensively and have found them to provide a great value to those who have engaged with them. The Department is seeking to engage Gallup in a long-term agreement and integrate their services into established leadership development programs.

BACKGROUND

Gallup's programs are based on the most comprehensive research on the topic. Gallup has studied Over 3.3 Million Workers Across 100,000+ Teams, across 50 diverse industries and across the globe. This data has been used to develop a comprehensive understanding of what employees need most to perform their best. Gallup's 12-item engagement survey, referred to as the " Q12," is the culmination of that research.

The CliftonStrengths assessment helps individuals, teams and organizations discover and develop their natural talents. The assessment consists of 187 paired questions and measures the presence of 34 talent themes. The CliftonStrengths program consists of multiple reporting, coaching and learning tools and resources that focus on strengths-based development and how to use it for personal development and the development of others.

The General Services Advantage (GSA) conducted a competitive Request for Proposal (RFP) process and awarded a contract to Gallup for the period of April 1, 2024 to January 31, 2029. Therefore, a local solicitation is not necessary and the City can piggyback on the GSA award.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

None

RATIONALE FOR RECOMMENDATION

The Department is committed to developing its employees, especially its current and future supervisors. The Department has extensive experience with Gallup products and services and have found them to be very helpful.

ALTERNATIVE ACTIONS CONSIDERED

None

CONTACT PERSON

David Sprague, Fire Chief, (510) 981-3473

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: GALLUP, INC FOR EMPLOYEE ENGAGEMENT AND DEVELOPMENT

WHEREAS, the Department has been working diligently to develop systems, programs, and resources to support employee development across all classifications. One key area of focus is developing current and future supervisors; and

WHEREAS, we believe well trained supervisors are the key to happy and satisfied employees. The Department has hosted numerous leadership and management courses subsequent to receiving a \$180,000 FEMA grant, Department leaders have established quarterly meetings with all supervisors to discuss current topics and needs, and the organization is in the middle of hosting its first supervisor development academy; and

WHEREAS, we have used Gallup products and concepts extensively and have found them to provide a great value to those who have engaged with them. The Department is seeking to engage Gallup in a long-term agreement and integrate their services into established leadership development programs; and

WHEREAS, the CliftonStrengths assessment helps individuals, teams and organizations discover and develop their natural talents. The assessment consists of 187 paired questions and measures the presence of 34 talent themes. The CliftonStrengths program consists of multiple reporting, coaching and learning tools and resources that focus on strengths-based development and how to use it for personal development and the development of others; and

WHEREAS, the General Services Advantage (GSA) conducted a competitive Request for Proposal (RFP) process and awarded a contract to Gallup for the period of April 1, 2024 to January 31, 2029.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee(s) to enter into a contract and any amendments with Gallup, Inc for reporting, coaching and learning tools and resources that focus on employee strengths-based development piggybacking on the General Services Advantage (GSA) contract No. 47QRAA19D003U. The contract will be effective August 1, 2024 and end on September 30, 2026 in an amount not to exceed \$150,000. The contract may be extended for up to three additional years at a cost not to exceed an additional \$75,000 per year.