

**AMENDMENT to
Scope Appendix Letter dated: August 29, 2024
Between Weber County, UT and
Baker Tilly Advisory Group, LP**

RE: Classification & Compensation Study - AMENDMENT

DATE: September 19, 2024

This Amendment is attached by reference to the above-named Scope Appendix between Weber County, UT (the “Client”) and Baker Tilly Advisory Group, LP and relates to services to be provided by Baker Tilly US, LLP.

SCOPE OF WORK

Previous Scope Appendix provided for a comprehensive classification and compensation study for 130 position titles. This amendment expands to the scope to include 244 position titles total. The addition of 114 position titles will have the following impact on the market assessment phase:

- Benchmark positions will increase from 130 positions to 183 positions
- Peer organizations surveyed will be reduced from 25 to 20.

COMPENSATION AND INVOICING

The following costing breakdown will supersede the version outlined in the Scope Appendix. This fee is based upon conducting a comprehensive classification and compensation review of approximately 244 positions. Out-of-pocket expenses for travel to onsite meetings are priced separately and are upon client approval.

COSTING BREAKDOWN	PRICE
Project initiation. Planning meetings with the Client’s project team, data requests and project setup.	\$6,900
Position review. Utilizing existing job descriptions to conduct preliminary job evaluation of all positions and review and finalize job evaluation designations with the County’s project team.	\$10,700
Market assessment. Custom market survey distributed to 20 public peer organizations requesting base pay information on 183 positions (75%). Published data from the Comp Analyst, Pay Factors and Economic Research Institute will also be included.	\$42,000
Pay plan development. Development of new pay plans and position grade assignments with consideration of internal and external information verified through regression analysis. Review of grade assignments with the Client’s project team and/or leadership group. Implementation costing analysis across 3 scenarios.	\$22,300
Project completion. Final report and presentation of results to elected officials, senior leadership, employees or designated staff. Delivery of all project documentation and training with HR staff to maintain the new system.	\$4,300
Project management.	\$3,800
Benefits comparison. Includes a collection of pay plan, pay policies, paid time off, health insurance, retirement, and other pay and benefits program information from public peer organizations to compare against the Client’s offerings.	\$7,400
Comprehensive FLSA analysis of all 244 positions.	\$2,900
Pay policy review and recommendations.	\$5,300
TOTAL	\$105,500

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Invoicing. Baker Tilly will invoice the Client based on the outlined milestones in the cost breakdown. Partial phase billing may occur if duration of a phase exceeds 90 days.

Out of Pocket Expenses. Should the County desire in-person meetings or presentations, Baker Tilly will charge Weber County at cost for direct out-of-pocket travel expenses. Expenses for up to three onsite visits, as desired, will not exceed \$8,000.

If this Amendment is acceptable, please sign below and return one copy to us for our files. We look forward to working with you on this important project.

Sincerely,

Dan Hedden
Principal
Public Sector Advisory

Signature Section:

The services and terms as set forth in this Scope Appendix are agreed to on behalf of the Client by:

Name: _____

Title: _____

Date: _____