

Doug Coutts

From: Amanda Tainio <Amanda@synergyresourcesconsulting.com>
Sent: Monday, September 10, 2018 11:13 AM
To: Doug Coutts
Cc: Michelle Griffin
Subject: RE: Previous Study
Attachments: Synergy Resources Consulting.vcf; SRC_SOQ_2018.pdf

Good morning Doug!

Synergy Resources Consulting (SRC) is pleased to submit the following quote for updating your 2014 Salary & Benefit Study consistent with the 2014 Goals of the Study:

- Obtain market comparisons by identifying approximately four to five comparable districts, as well as approximately four local cities to use for benchmarking.
- Identify and understand core job duties for individual district positions.
- Address the equity of the District's compensation and benefit programs.
- Make findings and recommend appropriate adjustments to district salaries and other major elements of compensation based on comparison and analysis of identified comparable positions.

SRC would utilize a custom survey plus additional research to conduct the analysis.

SRC estimates the project to not exceed \$6500, unless travel is requested, and we can craft the time schedule with you to fit your needs.

To conduct the study update, we would need you to provide the District's job descriptions for the six positions, current salary schedules, current benefit information, and any documents such as a pay for performance plan to SRC for District background and comparison to comparable jurisdictions.

We have included our Statement of Qualifications for you as well. Please let us know if there is any other info you need from us or if you would like to move forward and we would be happy to send over our contract with the scope of services for this project. Have a great day!

Thank you,
Amanda Tainio
Synergy Resources Consulting
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From: Doug Coutts <dirswprd@whidbey.com>
Sent: Wednesday, September 5, 2018 12:02 PM
To: Amanda Tainio <Amanda@synergyresourcesconsulting.com>
Subject: Previous Study

Amanda,

Please see attached. Let me know if you have any additional questions.

Regards,

Doug Coutts, CPRP
Director
South Whidbey Parks and Recreation District
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360.221.6488 (Office)
www.swparks.org



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