

## EXECUTIVE SUMMARY

### Direct Negotiation Recommendation of \$500,000 or Less FY20-124 – Compensation Analysis Subscription

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#### **Introduction**

##### **Responsible: Procurement and Warehousing Services (PWS)**

This request is to approve the agreement between Salary.com, LLC, and The School Board of Broward County, Florida (SBBC), for four (4) years, starting June 1, 2019 through May 31, 2023. Salary.com provides a subscription license to a compensation analysis tool called CompAnalyst. The spending authority being requested is \$35,520 and is funded by the Compensation and Human Resource Support Services department.

#### **Goods/Services Description**

##### **Responsible: Compensation & Human Resource Support Services (HR)**

Salary.com is an online tool that is used by the Compensation Department to gather information on market pay practices. Data published by Salary.com include salaries and other forms of compensation for job classifications, taking into consideration the geographic region, industry, and company size. Other types of information made available via the Salary.com tool include:

- Average, median and percentile salary amounts,
- Minimum and maximum salary amounts for survey job classifications
- Summary job descriptions
- Level of education and years of experience typically required for a job
- FLSA exemption status (an indicator of whether the job is exempt or non-exempt)
- Number of organizations and employees represented by the survey data

Information on market pay trends and practices provides a benchmark for comparing and assessing the external value for jobs, which is used to determine pay grade assignments and assists with establishing pay rates for employees. Information provided by Salary.com is critical as it keeps Human Resources abreast of changes in the employment market, supporting our ability to effectively attract and retain staff.

#### **Procurement Method**

##### **Responsible: PWS**

Pursuant to Purchasing Policy 3320, Section II, H, and pursuant to the Department of Education, Rule 6A-1.012, 1 l(b), Florida Administrative Code as authorized by Section I010.04(4)(a), Florida Statutes, the requirement for requesting competitive solicitation for commodities or contractual services from three (3) or more sources is hereby waived as for the SBBC's purchase of computer software.

CompAnalyst has been used in the District since 2013. In 2013, Kenexa Compensation owned CompAnalyst, but International Business Machines Corp (IBM) acquired it in 2015 and subsequently sold it to Salary.com. Although issuing a purchase order sufficed for previous terms, SBBC was advised at the beginning of June that terms and conditions must be signed to renew for the new term. Procurement & Warehousing Services is since working with the vendor and HR to bring this for the School Board review. Salary.com has allowed continued use of CompAnalyst while this Agreement was negotiated.

**Direct Negotiation Recommendation of \$500,000 or Less**  
**FY20-124 – Compensation Analysis Subscription**  
**November 6, 2019 Board Agenda**  
**Page 2**

**Financial Impact**  
**Responsible: PWS & HR**

The total spending authority being requested is \$35,520 which represents the cost of the subscription service that provides access to critical data used to analyze employee compensation as detailed below:

Yearly cost	\$ 8,880
<u>Number of years</u>	<u>4</u>
<b><u>Total spend authority</u></b>	<b><u>\$ 35,520</u></b>

The previous term was from June 2015 through June 2019, with a total price of \$37,000. The current agreement brings cost savings to the District of \$1,480.

The approval of this recommendation does not mean the authorized amount will be spent.