

**City of Minneapolis**  
**Request for Committee Action**

**To:** Ways & Means  
**Date:** 1/15/2016  
**Referral:** Committee of the Whole  
**From:** Human Resources  
**Prepared by:** Charles J. Bernardy, Human Resources Manager  
**Presented by:** TBD  
**File type:** Action  
**Subcategory:** Contracts & Agreements

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**Subject:**

Contract with Perceptyx, Inc. for Employee Engagement Survey and related services

**Description:**

Authorizing a contract with Perceptyx, Inc. for term of up to two (2) years with the option to extend the contract, at the sole option of the City, for up to three (3) additional years, for services to support the 2016 My Minneapolis Employee Engagement Survey.

**Previous Actions:**

Request for Proposal (RFP2015-62) approved by the Permanent Review Committee on July 23, 2015.

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**Background/Analysis:**

Each year the City Coordinator's Office is appropriated \$40,000 to administer the Resident Survey one year and the Employee Engagement Survey the following year. The two surveys are scheduled to be administered annually on an alternating basis. Due to changes in the timing of the Employee Engagement Survey, the \$40,000 appropriated in the 2015 Budget was not expended but meets the criteria for budget rollover due to the project starting in 2015. The Human Resources Department plans to use the 2015 funds in 2016, following the approval of budget rollover, to support the administration of the survey as well as other employee engagement related activities many of which will be delivered by Perceptyx, Inc.

**Financial Review:**

No additional appropriation required, amount included in current budget.

- Future budget impact anticipated.**
- Approved by the Permanent Review Committee.**
- Meets Small and Underutilized Business Program goals.**