

Employee Engagement Survey Council Agenda Item



Presented by Renee Frieda
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October 20, 2022



Summary

This item awards a five-year contract worth \$178,490 to Cooperative Personnel Services (CPS HR) to conduct a City of San Antonio employee engagement survey



Background

- The City of San Antonio has typically conducted a survey every other year to assess employee engagement and to determine areas for improvement
 - This survey was last conducted in 2018 with a smaller, pulse survey completed in 2019
- Money is budgeted in FY 2023 for the completion of the survey
- RFP released in June 2022
 - Five Responses received
- RFP selection committee chose CPS HR
 - Committee comprised of representatives from CMO, HR and an Operating Department (Pre-K 4 SA)



Contract Details

- Five Year Contract worth \$178,490
 - Three-year contract with two, one-year options to renew
 - Anticipates budget appropriation every other year (FY 23,25,27)

Survey Cost	Price
Price for Survey (Year 1 – 2023)	\$57,750
Year 2 - 2024	No Survey
Price for Survey (Year 3 - 2025)	\$59,480
Renewal Period (2 years)	
Year 4 - 2026	No Survey
Price for Survey (Year 5) - 2027	\$61,260
Total Cost for all years	\$178,490

CPS HR



- Conducted most recent City of San Antonio Employee Engagement Survey in 2018
- Firm has almost 1,300 clients including over 550 local governments
- Firm will provide customized reports for each department
- Departments will also be able to schedule individual meetings with CPS HR to discuss results.



Project Timeline



- March 2022- Administer Survey
- April 2022- Analyze results
- May 2022- Present results

