



# Board of County Commissioners Update: Consultant Proposal to Study Performance Bonus Policy

February 6, 2024

# Agenda

- Purpose
- Peer County/City Research
- Proposed Scope of Work
- Estimated Cost & Timeline
- Next Steps





# Purpose



# Peer County/City Research

**Summary:** Gaston County and the City of Durham have awarded an optional performance bonus (in addition to a merit increase). There are no guidelines or applicable policies to determine the amount of any performance bonus.

- Gaston County awards a 5% bonus.
- City of Durham provides a performance bonus determined by the City Council.

	Do you offer your County or City Manager performance bonuses?	If so, in what amount and when?	How is the performance bonus and amount determined and awarded by your Board or Council?	Is there a matrix used by the Board or Council when providing a bonus?	What are the guidelines and/or a policy - can we have a copy please?	Do you also award a Merit or other types of pay increases along with the performance bonus?
Guilford County	No					Yes
City of Charlotte	No					Yes
City of Asheville	No					No
Wake County	No					Yes
Gaston County	Yes	5% on July 1	N/A	N/A	N/A	Yes
City of Durham	Yes	Determined by the Council July 1	N/A	N/A	N/A	Yes
Orange County	No					Yes
Fairfax County, VA	No					Yes
Person County, NC	No					Yes
Buncombe County, NC	No					No



# Proposed Scope of Work

## General Overview of the Scope of Services

1: Background and Fact Finding

2: Benchmark local government and private sector entities

3: Optional Performance Award (OPA) –  
Draft Design / Refinement Process

- Performance Criteria: Category and definition (three to five metrics)
- Preliminary goal setting
- Payout Curve/Financial Modeling: Opportunity and Performance Results at Minimum, Target and Maximum
- Administrative process and governance

4. Prepare a final report for the Board of Commissioners with proposed design recommendation and supporting rationale



# Estimated Cost & Timeline



**\$40,000 - \$50,000**

Estimate based on proposed scope of work

The informal solicitation process will take approximately **1-3 months** to select a consultant.

# Next Steps

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Approval for Consultant Scope of Work and Informal Solicitation Process



BOCC will receive an update once a consultant is selected, and the project Scope of Work is initiated

# Questions?

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