



Human Resource Consulting Group (HRCG)



The team, technology and reputation of *HRCG*, is comprised of delivering practical and cost-effective solutions for payroll, risk management, HR administration, time and attendance, and benefit management challenges.

Benefits:

- *Competitively bid contract open to all CRCOG and CRPC members.*
- *Experienced Human Resources professionals*

For Inquiries:

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or

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Human Resource Consulting Services Contract

Through a competitive Request for Proposal process, CRCOG has chosen Human Resources Consulting Group (HRCG) to provide Human Resources Consulting Services for a variety of member needs including: Class and Compensation Studies, Training, Investigations and General HR Management.

- **Workshops:** HRCG deliver a variety of training programs including sexual harassment, workplace diversity, performance management, labor laws, and more.
- **Benefit Management:** *HRCG* provides benefit administration as an outsourced service, designing appropriate benefit plans, securing providers, managing open enrollments, reconciling all payments and invoices, and notifying you of upcoming changes.
- **HR Services:** Compensation studies, workplace investigations, employee handbook review/maintenance, background checks, OSHA and worker's comp reporting, policy development, unemployment/COBRA/FMLA Administration.
- **Payroll:** HRCG provides payroll and payroll administrative services, including Tax Management and Leading edge HCM Technology.
- **Additional Services:** HRCG provides comprehensive solutions and expert resources to help you manage your workforce and be compliant with the ever-changing employment laws and regulation.

Contact Robin Imbrogno at (203) 881-1755 for more information on HRCG.



1. Flat Fee Services (exclusive of mileage and printing)
 - Class and Compensation Studies: \$151.50 Per position
 - Sexual Harassment Training: \$505.00 per 2-hour session
 - Other training: \$303.00 per hour
2. Hourly Services: \$151.50 per hour (exclusive of mileage and printing)
3. Monthly HR on-call and HR Management Services (exclusive of mileage and printing)

HR on Call, HR Administration & Management	Platinum	Gold	Silver	Bronze
On-Call Consultation with Management	●	●	●	●
Remote HR Management and Administration 5 days a week (without limit)	●	●		
Half day on-site twice monthly	●			
HR Audit	●	●		
Employee Relations	●	●		
Manager Relations & Counseling	●	●	●	
Management Reporting	●	●	●	
Employee handbook development, maintenance and review	●	●	●	
Performance management systems development and review	●	●		
Job description development and review	●	●	●	
On- and Off-Boarding	●	●	●	
EEO, FMLA, ADA best practices	●	●	●	
Retirement plan administration (does not include Fiduciary Plan Administration)	●	●		
Benefit Administration including reconciliation	●	●	●	
Pricing*	Platinum	Gold	Silver	Bronze
Base Fee (Excludes Additional services) Per Employee Per Month	51.97	40.82	31.95	20.16
iSolved HCM software base offering: Benefits Administration, Payroll and Payroll Administration, Time and Attendance and Human Resources (per employee per month)	\$20.20	\$20.20	\$20.20	\$20.20
Federal/State Tax Processing for Payroll Per Fed ID (one state) Per Pay Period (regardless of number of employees)	\$10.10	\$10.10	\$10.10	\$10.10

4. Travel, Printing and Mailing: Travel, printing and mailing costs are not included in the pricing above. Travel will be at the mileage reimbursement rate set by the IRS. Printing and mailing costs will be at cost.
Note: Fees are inclusive of 1% CRCOG administrative fee.