

# 21400

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508  
County of Cook and State of Illinois

ADOPTED  
BOARD OF TRUSTEES OF  
COMMUNITY COLLEGE DISTRICT NO. 508

JUL 1 - 1999

COUNTY OF COOK  
AND STATE OF ILLINOIS

EXTEND PROFESSIONAL CONSULTANT SERVICES  
HEALTH CARE & INSURANCE SERVICES  
OFFICE OF HUMAN RESOURCES & STAFF DEVELOPMENT  
DISTRICT OFFICE

[Amend Board Report #21097 dated 2-4-1999]

## THE CHANCELLOR

### REPORTS

that in Board Report #21097 approved 2-4-1999, the Board authorized the services of a professional consultant to provide assistance to the Office of Human Resources and Staff Development; and

that these services include:

- \* Assist HR in preparing Requests for Proposals (RFPs) for health care and insurance services,
- \* Assist HR in reviewing responses to any RFPs solicited by the District,
- \* Provide advice and guidance on benefit plan contract renewals,
- \* Periodical competitive review of the District's benefit plans,
- \* Attend meetings with service providers when requested,
- \* Prepare a redesign of the District's medical plans,
- \* Attend bargaining negotiations as a benefits consultant when required,
- \* Research and provide information regarding feasibility and costs of benefit plans,
- \* Provide other HR consulting services as required.

that the fee for these services was estimated in an amount not to exceed \$25,000.00 for services beginning February 4, 1999 and terminating August 6, 1999; and that the authorized consultant, Molloy Consulting Inc., has provided services on an as-needed basis, and staff are recommending the extension of the consulting service period from August 6, 1999 through January 7, 2000, and an additional \$10,000.00 which is estimated for the extended period; and

that these professional services are exempt from competitive bid requirements.

### RECOMMENDS

that the Board of Trustees approves the issuance of an addendum purchase order in the amount of \$10,000.00 bringing the total consulting service cost to \$35,000.00; and approves the extension of the service period to January 7, 2000, to Molloy Consulting Inc., 20 East Jackson Boulevard #1050, Chicago, for provision of the needed consulting services.

### FINANCIAL

\$10,000.00 -- Educational Fund

Respectfully submitted:

Wayne D. Watson  
Chancellor

July 1, 1999

# 21400

## CITY COLLEGES OF CHICAGO

### WAIVER OF COMPETITIVE PROCEDURE REQUIREMENT

Board rules state that it is the general policy of the District to use competitive procedures to select professional service consultants. Section 4(a) 1-4 of Board Rule -- list situations in which a waiver of competitive procedure requirement is possible. In order to retain a consultant without competitive procedures, this waiver form must be completed and approved by the College President, the appropriate Vice Chancellor or the Chancellor.

1. Type of consultant/services required:

Consulting Services relating to health and benefit plans.

2. Brief description of the need for a professional services consultant:

Assist HR in preparing Requests for Proposals (RFP) for health care and insurance services; Assist HR in reviewing responses to any RFPs solicited by the District; Provide advice and guidance on benefit plan contract renewals; Periodical competitive review of the District's benefit plan; Attend meetings with service providers when requested; Prepare redesign of the District's medical plans; Attend bargaining negotiations as a benefits consultant when required; Research and provide information regarding feasibility and costs of benefit plans; and Provide other HR consulting services as required.

3. Reason that competitive procedures are not appropriate in this situation:

Professional Services are exempt from competitive bidding.

4. Basis for selecting the recommended individual or firm:

Molloy Consulting, Inc. has extensive experience in health and medical plan design, vendor negotiation and census control activities related to benefit plans.

\_\_\_\_\_  
Person initiating request

\_\_\_\_\_  
Department

\_\_\_\_\_  
Approved by

\_\_\_\_\_  
Title