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

BUSINESS PROCESS DOUCMENTATION
SYNCH-SOLUTIONS
PROFESSIONAL CONSULTANT SERVICES

OFFICE OF INFORMATION TECHNOLOGY
DISTRICT OFFICE

THE CHANCELLOR

REPORTS

that since the implementation of the PeopleSoft Student System in May of 2005, the colleges and district offices have changed their business processes, their workflow, and functional operations between departments; and

that in order to improve the district's business processes relating to the Student, Human Resources, and Financial systems, to keep business process designs up to date and prepare for Oracle fusion technology, OIT has a need for functional consultants to enhance business process documentation of the district's PeopleSoft Enterprise Systems - Student, Human Resources and Finance; and

that OIT staff has received a proposal from Synch-Solutions to provide the required professional consulting services to prepare flow diagrams, detail descriptions of operational processes, a comparison of CCC business processes with industry best practices, and a summary set of recommendations that will identify at a tactical and a strategic level the specifics areas and opportunities for improvements; and

that this work will be conducted during the period of December 1, 2005 through November 30, 2006 with a total cost not to exceed \$2,480,000.00 which includes expenses; and

that OIT staff has determined that Synch-Solutions has the required expertise and experience to provide the services required and that this professional service agreement is exempt from competitive procurement; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced professional consulting services opportunity and since Synchronous Solutions is a certified MBE and is utilizing certified WBE vendors, it has been determined that Synchronous Solutions is in compliance with the Board approved Participation Plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approve the negotiation and execution of an agreement with Sync-Solutions for the period December 1, 2005 through November 30, 2006 for professional services relating to the business process documentation of the PeopleSoft Student, Human Resources and Financial systems , provide critical analysis and make recommendations for improvement in a total amount not to exceed \$2,480,000.00 including expenses and authorizes the Chairman of the Board to execute any documents pertaining to these professional services.

FINANCIAL \$2,480,000.00 - GOB Fund 92008-0023001

Respectfully submitted:

Wayne D. Watson
Chancellor

November 3, 2005 Office of Information Technology