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ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 6, 2013

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS

COMPENSATION AND CLASSIFICATION STUDY
DELOITTE CONSULTING, LLP
OFFICE OF HUMAN RESOURCES AND STAFF DEVELOPMENT
DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with Deloitte Consulting, LLP to provide compensation and classification study services for the period from June 6, 2013 through June 5, 2014, with an option to extend for one additional year, at a total cost not to exceed \$190,000.

VENDOR: Deloitte Consulting, LLP
111 South Wacker Drive, Suite 24
Chicago, Illinois 60606

USER: District Wide

TERM:

The term of the agreement shall commence on June 6, 2013 and shall end on June 5, 2014 with an option to extend for an additional one (1) year period.

SCOPE OF SERVICES:

City Colleges of Chicago sought proposals from qualified firms to provide the comprehensive market compensation and classification study of approximately 500 current employees occupying 226 job titles classified within the job families of 110 Administrators, 413 Non Bargained For and 415 Non Bargained For.

Deloitte Consulting, LLP will gather and analyze data related to completing the market compensation study and create a comprehensive final report, which includes the final deliverables.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The outcomes of this project will support City Colleges of Chicago in becoming both a world-class institution and an economic engine that helps create opportunity, jobs and economic growth into the future. This project will support the goals of efficiency and effectiveness; support employee performance by establishing market-appropriate compensation for in-scope positions; and attract, develop, motivate and retain high quality employees within the administrator and non-bargained for job classifications. This will ultimately impact the organization's singular mission of student success.

DELIVERABLES:

Deloitte Consulting, LLP will develop and deliver: 1) an overall project management with a detailed project plan; 2) job evaluations to determine internal equity and establish pay ranges; 3) salary structure that places current positions into competitive pay grades/pay structure; 4) market analysis to identify and provide survey labor market comparable and benchmark data; and 5) a maintenance process that will be used to keep the compensation system current and equitable.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and a Request for Proposal (RFP) #SJ1301 was publically advertised on January 15, 2013. Two-hundred one (201) vendors were contacted and a pre-proposal conference was held on January 22, 2013. Two (2) firms responded to the RFP on February 6, 2013: 1) Deloitte Consulting, LLP; and 2) Crowe Horwath, LLP.

Both proposals were reviewed, evaluated, and ranked by staff which included Office of Human Resources/Staff Development, Finance, Administrative and Procurement Services and MBE/WBE Contract Compliance.

The evaluation criteria outlined in RFP #SJ1301 included:

1. Experience of firm
2. Implementation Plan
3. Cost associated with providing the Scope of Services
4. M/WBE Compliance plan

Based on the evaluation scoring, staff recommended the acceptance of the proposal from Deloitte Consulting, LLP for its experience in compensation and classification studies.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the referenced agreement and has determined that Deloitte is in compliance with the Board Approved Participation by committing to the following utilization plan:

MBE Vendor:

Human & Capital Technology Advisors 2 Ravinia Dr., Ste. 500 Atlanta, GA 30346	Direct Participation 25%	Chicago Minority Supplier Diversity Council (CMSDC)
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WBE Vendor:

G & M Solutions 8719 S. 85 th Ct. Hickory Hills, IL 60457	Direct Participation 7%	City of Chicago
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GENERAL CONDITIONS:

Inspector General- It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General's authority under Article II, Section 2.6.4(b) of the Board Bylaws.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board's Ethics Policy adopted January 7, 1993, and as amended by the Board.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

FINANCIAL:

Total FY13 – FY14: \$190,000

Charge to: Office of Human Resources and Staff Development

Source of Funds: Various Funds

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

June 6, 2013 – Office of Human Resources and Staff Development