

Agenda Item No. 17

Discussion, Recommendation and Possible Action on Sealed Proposals for
Consultant Services for the Study of Employee Salaries, Benefits and Other Terms and Conditions
(RFP No. 09A-030)
ALAMO COMMUNITY COLLEGE DISTRICT
Board Meeting
December 9, 2008

MINUTE ORDER:

The Board of Trustees approves an award for Consultant Services for the Study of Faculty Salaries, Benefits and Other Terms and Conditions (RFP No. 09A-030) to Ulibarri-Mason Global HR LP of Dallas, Texas, submitting the best value salary and benefit proposal of \$95,000, and \$25,000 per year for additional related services. The initial contract period is for two (2) years, with the option to extend for three (3) additional one (1) year periods, if the services are satisfactory. The Committee also recommends that the Board further authorize the Administration to award to the next highest ranked vendor if for any reason the selected vendor fails to enter into a contract for this award within a reasonable time period."

PURPOSE:

The Consultant will provide guidelines for developing *on-going strategic* 2-5 year professional research and advisory services in the areas of: faculty (whether their commitment is full-time, adjunct or as a substitute instructor) salary and wages, benefits (whether paid, provided as release time, earned for payment at a later time), and all other terms and conditions (tenure, academic rank, release time, contract days and all teaching and non-teaching assignments); AND to address all benefits (whether paid, provided as release time, earned for payment at a later time) and all other terms and conditions (excluding salary and wages) for other ACCD employees. Special attention is to be given to Faculty Salaries; Benefits (faculty and non-faculty); Employee Performance Evaluation (annual and ad hoc); and Employee Training and Development.

BACKGROUND:

After advertising RFP No. 09A-030 on September 14 and 21, 2008 in the Express News and La Prensa, proposals were received on November 18, 2008. Sixteen (16) firms requested specifications with five (5) responses received including two (2) "non-responses." The first ranked firm is recommended for contract award by the project evaluation committee.

IMPLICATIONS:

Financial: Funding source: 11001-93201-7211-510

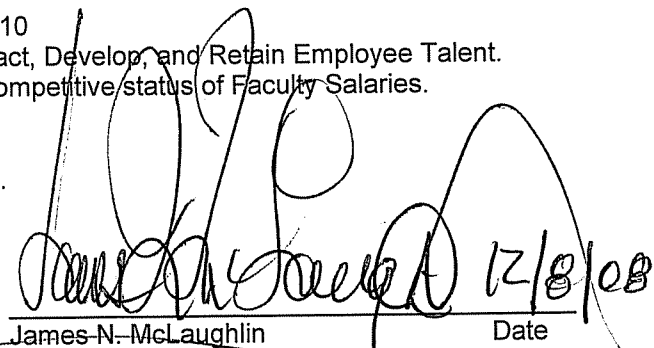
Strategic Plan: IV. Capacity to Serve. A. Attract, Develop, and Retain Employee Talent.

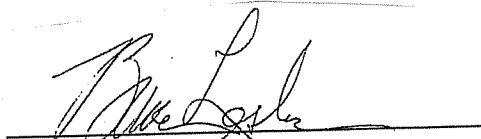
Employee Services: To assist in determining the competitive status of Faculty Salaries.

ATTACHMENTS:

Ranking of vendors responding to RFP No. 09A-030.
Evaluation criteria.


David Winney Date 12/8/08
Associate Vice Chancellor for Employee Services


James N. McLaughlin Date 12/8/08
Vice Chancellor for Finance and Administration


Dr. Bruce H. Leslie
Chancellor

Ranking of Vendors Responding to RFP No. 09A-030, Faculty Salary Study

Project Evaluation Committee Members reviewed and ranked the following proposals:

Ranking:

1. Ulibarri-Mason Global HR LP
2. PRM Consulting Group, Inc
3. Deloitte Consulting, LLP

Based on the methodology described by Ulibarri-Mason Global HR LP in their proposal and the responses to the below interview questions regarding their capacity to conduct the study, in accordance with desired criteria and their experience with higher education as sited in their proposal, Ulibarri-Mason Global HR LP was selected as the consultant to be awarded this contract to conduct a faculty salary survey.

EVALUATION CRITERIA
RFP NO. 09A-030

In accordance with Texas Education Code, sub-section 44.031(b) as amended by the 80th Legislature, the Alamo Community College District shall consider the following criteria in evaluation of the bids/proposals for contract award.

	RATINGS:	UMGHR	Deloitte	PRM
a. The proposal price/fee schedule.	15 points	10	7	15
b. The reputation of the firm and of the firm's goods or services, including knowledge of higher education human resources compensation (salaries and benefits) issues and other terms and conditions of employment.	15 points	15	10	12
c. The quality of the firm's goods or services, including the firm's track record of producing quantitative results and feasible recommendations related to higher education salary, benefit and other terms and conditions studies; and for non-faculty for their benefits and other terms and conditions.	10 points	10	10	8
d. The extent to which the goods or services meet the district's needs including significant experience and expertise in addressing compensation and other terms and condition factors for higher education faculty and non-faculty categories of employees.	20 points	20	13	15
e. The vendor's past relationship with the district.	5 points	0	0	0
f. The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses.	5 points	5	4	3
g. The total long-term cost to the district to acquire the vendor's goods or services.	5 points	5	1	3
h. Other relevant factors specifically listed in the request for proposals.				
1. Resources that can be committed to conducting and deliver assessments regarding: job analysis, performance appraisals, and planning for instructional needs of ACCD and the individual colleges.	5 points	5	4	3
2. Knowledge of applicable higher education labor market conditions with an emphasis on the southwest Texas labor market.	10 points	9	8	8
3. Experience of vendor staff assigned to this contract working in a higher education setting.	5 points	5	5	4
4. Team leader must possess a Master's degree, preferable in an appropriate field relevant to directing this study. PhD preferred.	5 points	5	3	4
Total points for all evaluation factors	100 points	89	65	75