

SEPTEMBER 21, 2006

07-008

ACCEPT PROPOSAL AND AUTHORIZE THE
COLLEGE TO NEGOTIATE WITH SEGAL GROUP,
INC. TO CONDUCT MANAGEMENT AND
CONFIDENTIAL CLASSIFICATION AND TOTAL
COMPENSATION STUDY

PREPARED BY: Avelina Gulmatico, Procurement Lead

FINANCIAL
RESPONSIBILITY: Jerry Donnelly, Director, Human Resources

APPROVED BY: Randy McEwen, Vice-President, Administrative Services
Dr. Preston Pulliams, District President

REPORT: The Human Resources Department has a need to contract with a qualified professional service provider to assist the Department staff in completing a comprehensive management and confidential classification and total compensation study. The purpose of this study is to assess the market competitive position of the College's management and confidential classification and total compensation program, which includes the components of direct compensation (pay) and in-direct compensation (benefits).

A Request for Proposals (RFP) was advertised and issued on July 14, 2006. The RFP was advertised in the Daily Journal of Commerce, Portland Observer, on the State of Oregon Procurement Information Network (ORPIN), and on the College's Solicitation website. A total of sixteen (16) vendors registered on the PCC website and received a copy of the RFP. Three (3) MWESB firms were notified about the project but none of them responded or registered to receive a copy of the RFP by the August 4, 2006 deadline. A total of five (5) proposals were received. The evaluation committee members reviewed the proposals based on the following criteria: project related experiences, staff expertise/experience, customer service, previous project references and cost. The award was given to the

proposal with highest evaluation scores. The following is a list of the proposals received and their final scores.

Proposer Name:	Proposal Score:	Interview Score	Total Scores
McKnight Associates	236	203	439
Milliman, Inc	258	225	483
Segal Group, Inc.	232	286	518
Other Proposals:			
Fox Lawson *	231	-----	231
Nash Company	180	-----	180

Note: None of the proposers are registered as MWESB firms.

Note: Fox Lawson withdrew because they were unable to make the interview date.

After careful review of all proposals, the Committee has selected Segal Group, Inc. based on a number of factors, some of them are:

- 1) Extensive experience with higher education and specifically Community Colleges in conducting compensation-related studies.
- 2) Perceived higher credibility with PCC management in conducting the study and formulating recommendations regarding total compensation.
- 3) References check results.

RECOMMENDATION:

That the Board of Directors accepts the proposal and authorizes the College to negotiate the terms and conditions of the contract with Segal Group, Inc. to conduct the management and confidential classification and total compensation study. The contract will be valid through June 30, 2007. The expenditure for this project will be paid by General Funds.