

**Purchase Request #2**  
**Regular Board Meeting December 11, 2018**  
**Consideration of Approval to Contract**  
**for Employee Compensation Review Plan**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve a contract for an employee compensation review plan from Segal Waters Consulting for the Human Resources Department.

**BACKGROUND**

The District strives to provide an equitable and sustainable salary scale that facilitates the recruitment and retention of knowledgeable, talented, and diverse staff and to ensure internal equity and market competitiveness. Segal Waters Consulting is a leader in compensation consulting and has proven experience, including consulting with the District in 2015, and knowledge of formulating compensation plans that are consistent with best practices.

Request for proposal (RFP) Number 4144 was issued to procure employee compensation review plan services. Four (4) responses were received and evaluated by a team consisting of Human Resources staff who determined the proposal submitted by Segal Waters Consulting would provide the best value to the District.

- Segal Waters is able to meet the timeline presented in the RFP allowing for completion of the compensation study and allowing time for Collin College to implement the results of the study to be effective September 2019.
- The proposed schedule in the response from Gallagher Benefits Services did not fit the required timeline required in the RFP.
- The consistency in working with Segal Waters again will prove valuable and allow us to make additional improvements on some of the practices implemented in 2015.
- We would work directly with representatives in the Addison office who we believe will have valuable knowledge of the Texas job market and more importantly, the DFW Metro area.

**IMPACT OF THIS ACTION**

The review of the staff employee compensation plan will allow the District to maintain a competitive position in relevant labor markets, to be flexible with the ability to adapt as needed to changing market needs, and ensure the District is positioned to recruit and retain the best candidates and employees in staff positions.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization for \$185,000.00, which is budgeted in the Human Resources FY19 operating budget.

**RESOURCE PERSONNEL**

Kim Davison

SVP Organizational Effectiveness

972-985-3781