

AUTHORIZE THE FIRST RENEWAL AGREEMENT WITH VARIOUS VENDORS FOR EXECUTIVE SEARCH SERVICES

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize the first renewal agreement with various vendors to continue to provide executive search services to recruit and fill cabinet officer, and/or senior executive level positions at an estimated annual cost set forth in the Compensation Section of this report. A written document exercising this option is currently being negotiated. No services shall be rendered by any vendor and no payment shall be made to any vendor during the option period prior to execution of the written document. The authority granted herein shall automatically rescind in the event a written document is not executed within 90 days of the date of this Board Report. Information pertinent to this option is stated below.

Contract Administrator : Banks, Amy / 773-553-2280
CPOR Number : 21-0312-CPOR-7662

VENDOR:

- 1) Vendor # 18825
ALMA ADVISORY GROUP LLC
1525 E 53RD ST STE 530
CHICAGO, IL 60615

Monica Santana Rosen
773 966-4998

Ownership: Monica Santana Rosen - 100%

- 2) Vendor # 19586
STRONGER CONSULTING INC.
1775 W. State Street #230
Boise, ID 83702

Michael Montoya
310 699-1629

Ownership: Michael Montoya - 100%

- 3) Vendor # 41049
TalentED Advisors, Inc.
43 LOCUST RD
NORTHPORT, NY 11768

Katherine Wieland
516 398-3170

Ownership: Katherine Wieland - 100%

USER INFORMATION :

Project
Manager: 11010 - Talent Office

42 West Madison Street

Chicago, IL 60602

Felton, Benjamin

773-553-1221

ORIGINAL AGREEMENT:

The original Agreements (authorized by Board Report #21-0428-PR13) in the aggregate amount of \$175,000 were for a term commencing July 1, 2021 and ending June 30, 2022, with the Board having two (2) options to renew for one (1) year each. The original agreements were awarded on a competitive basis pursuant to Board Rule 7-3.

OPTION PERIOD:

The term of these agreements are being renewed for one (1) year commencing July 1, 2022 and ending June 30, 2023.

OPTION PERIODS REMAINING:

There is one (1) option period for one (1) year remaining.

SCOPE OF SERVICES:

Vendors will continue to complete the following requirements for each search:

- Complete an intake meeting (e.g. in-person or virtually) with designated CPS staff to determine key candidate attributes to include in the final job description. Identify and recommend changes to existing job description(s) as applicable or create and provide new competency-based job description(s).
- Outline a national recruitment strategy for each search inclusive of a marketing plan (e.g. job board postings, passive candidate search plan, referral sourcing, targeted association or external organization outreach, etc.).
- Recruit and complete initial screening and evaluation of applicants. Provide written summaries post interviews detailing viable candidates' key strengths, opportunity areas, salary expectations and suggested areas for additional probing for applicants referred for interviews with CPS leadership. Candidates and referrals provided by CPS should be contacted within two business days of the firm's receipt of the information from CPS.
- Provide weekly update report outlining clear data tracking metrics for candidates in process including the number of candidates currently engaged at each step (e.g. screening, interview, rejections, etc.).
- Develop and provide interview question guides for CPS interviews and rating rubrics ensuring process guidelines are designed to mitigate selection bias.
- Manage correspondence with unsuccessful candidates in a timely and respectful manner.
- Coordinate with designated CPS staff to scheduled interviews and candidate communication as necessary.
- Perform other evaluative functions as required in the course of the search process.

DELIVERABLES:

Vendors will continue to:

- Develop and coordinate the execution of an effective, timely search strategy for designed executive and/or officer positions.
- Complete in-take meeting and submit finalized job description for each position based on discussions with designated CPS representatives.
- Finalize evaluation criteria, based on discussions with CPS staff, which address the established minimum qualifications for each position.
- Develop and submit an effective recruitment strategy and marketing/advertising plan.
- Conduct direct sourcing of prospective candidates for each position.
- Conduct in-depth reviews of candidates' credentials using the established evaluation criteria and produce a full report on each viable candidate.
- Select and submit most qualified candidates for review by CPS representatives.
- Advise CPS representatives on interview strategies, techniques, questions, process, timing, and evaluation criteria on a regular, ongoing basis.
- Coordinate interviews and other logistics needed for candidates during the interview process (as needed).
- Assure and maintain proper confidentiality regarding the search process during and after completion of the engagement.
- Submit a weekly update report of candidates in process, results of marketing/advertising campaign, and search status.
- Manage correspondence with all unsuccessful prospects and candidates in a timely and respectful manner.

OUTCOMES:

Vendors' services will result in the recruitment of diverse high-performing talent nationally both internal and external to education to fill two (2) to five (5) cabinet, officer, and/or senior executive level positions within the district annually as needed.

COMPENSATION:

During the option period, Vendors shall be paid as specified in their respective agreement; total compensation not to exceed \$250,000 per year in the aggregate for all Vendors.
\$250,000 FY23

AUTHORIZATION:

Authorize the General Counsel to include other relevant terms and conditions in the written option document. Authorize the President and Secretary to execute the option document. Authorize the Interim Chief Talent Officer to execute all ancillary documents required to administer or effectuate this option agreement.

AFFIRMATIVE ACTION:

Pursuant to the Remedial Program for Minority and Women-Owned Business Enterprise Participation in Goods and Services contracts, (M/WBE Program), the Business Diversity goals for this pool are 30% MBE and 7% WBE. This vendor pool is comprised of 3 vendors with 2 MBEs. The User Group has committed to achieve the Business Diversity goals through the utilization of the certified diverse suppliers.

LSC REVIEW:

Local School Council approval is not applicable to this report.

FINANCIAL:

Fund 115

Talent Office, Unit 11010

\$250,000 FY23

Not to exceed \$250,000 in the aggregate for the one (1) year term. Future year funding is contingent upon budget appropriation and approval.

CFDA#: Not Applicable

GENERAL CONDITIONS:

Inspector General - Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness - The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics - The Board's Ethics Code adopted May 25, 2011 (11-0525-PO2), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:




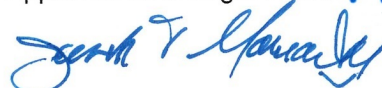
CHARLES E. MAYFIELD
Chief Procurement Officer

Approved:



PEDRO MARTINEZ
Chief Executive Officer

Approved as to Legal Form: 



JOSEPH T. MORIARTY
General Counsel