



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 14-0042, **Version:** 1

PROPOSED INTERGOVERNMENTAL AGREEMENT

Department: Bureau of Human Resources

Other Part(ies): University of Illinois at Chicago (UIC), Chicago, Illinois

Request: Approval to enter into and execute an Intergovernmental Agreement with the University of Illinois at Chicago.

Goods or Services: Revision and Modernization of the Cook County Performance Appraisal System by University selected undergraduate and graduate students.

Agreement Number(s): N/A

Agreement Period: The Term of this Agreement shall begin upon signature by the President of the Cook County Board of Commissioners and shall continue thereafter until June 30, 2014.

Fiscal Impact: \$10,000.00

Accounts: 032-260

Summary: UIC's professors will lend their expertise and, by administering and overseeing a top-level management consulting course to selected undergraduate and graduate students, will develop a performance appraisal system customized for Cook County.

University responsibilities

The University agrees to undertake the following tasks in performance of this Agreement:

- a. The University shall provide all necessary resources, including an appropriate professor to supervise a team of students, to develop a performance appraisal system in conjunction with County Bureau of Human Resources (BHR) to be used in the Offices Under the President in the County, consisting of approximately 300 - 600 non-union employees;
- b. The University shall have all students enrolled in MGMT 494 sign a Non-Disclosure and Intellectual Property Assignment Agreement, ensuring that information the County shares with the students who participate in the Project is maintained as confidential and that the students' Intellectual Property Rights (as defined in that agreement) related to their work on the Project, if any, are assigned to the County. A specimen copy of the Non-Disclosure and Intellectual Property Assignment Agreement to be signed by the students who participate in the Project is attached hereto as Exhibit A; and
- c. The Project shall include the following deliverables:

1. Analysis of County needs, including conducting external benchmarking of a cohort of similarly situated enterprises to assess their performance appraisal systems;
2. Implementation of a survey of internal stakeholders to understand the County's needs and to assess the cultural environment;
3. Study to gain an understanding of the County's STAR performance management program to determine potential linkages;
4. Development of a proposal outlining alternative performance appraisal systems that could be adopted, and identifying the advantages and costs to the County of using each system;
5. Presentation of the selected performance appraisal system with County's BHR to the County's senior managers; and
6. Development of a training approach to assist the County in training its managers to use the new performance appraisal system.

County responsibilities

The County agrees to undertake the following tasks in performance of this Agreement:

- a. The County shall share information with the University students and professor, as requested, or required by County rules and regulations, to the extent both Parties agree such information is necessary to properly complete this Project;
- b. The County shall arrange meetings between the University staff and students and senior managers of the County;
- c. The County shall be responsible to provide feedback to University staff and students, to approve the University proposed performance appraisal system or make recommendations for alternative language; and
- d. The County shall pay to the University the sum of ten thousand dollars (\$10,000) upon the delivery of all facets of the performance appraisal system, anticipated to occur before May 31, 2014.