



## Legislation Text

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File #: 24-0242, Version: 1

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### CITY COUNCIL AGENDA ITEM

#### **ACTION REQUESTED:**

Approve the award of RFP 23-156, Diversity, Equity, and Inclusion Consultant Service to Envisioning Equity Work, LLC, for an amount not to exceed \$115,470 and for a two-year term

**DEPARTMENT:** City Manager's Office

**SUBMITTED BY:** Geneace Williams, Diversity, Equity, and Inclusion Manager

#### **BOARD/COMMISSION REVIEW:**

N/A

#### **BACKGROUND:**

Naperville's Diversity, Equity and Inclusion (DEI) efforts are guided by the City's mission statement, "To provide services that ensure a high quality of life, sound fiscal management, and a dynamic business environment, while creating an inclusive community that values diversity," and the City's core values of People, Trust, Respect, and Pride.

In previous presentations to the City Council, staff shared key DEI focus areas, including growing internal workforce recruitment, retention, and engagement to better reflect the community and investing in the expansion of DEI education.

The organization supports an environment where all employees feel like they belong and are respected and valued. Employee engagement and retention are interrelated and are high priorities in today's work environment because they improve work culture, reduce turnover, increase productivity, and foster better work and customer relationships. High employee engagement also transforms staff into an organization's best advocates, which can positively impact recruitment efforts. In addition, inclusive organizational climates enable well-being, learning, and greater organizational performance.

The successful launch of the Emerging Leaders Passport Program focuses engagement efforts on learning from departments across the City and giving new employees the opportunity to see how their work fits into the mission of the organization.

#### **DISCUSSION:**

Building on the City's goal to expand DEI education, in August 2023, the City Manager's Office issued RFP 23-156 Diversity, Equity, and Inclusion Consultant Service to identify a vendor to deliver two customized education and training classes.

Training and development are important tools to support an inclusive culture. The first course, Inclusive Leadership, will be presented to supervisors, managers, and the DLT. The second course,

Basic Diversity and Inclusion, is available for all employees.

Advertisement Date:	8/25/2023	Notices Sent:	170
Opening Date:	9/21/2023	Planholders:	73
		Proposals Received:	15

Proposals were received from the following vendors:

Mas Talent LLC	ForwarED, LLC
Tangible Development, LLC	Envisioning Equity Work, LLC
Bridging Cultures Group Inc.	DeepSEE Consulting
CCS	Ponder Diversity Group
MGT of America Consulting, LLC	FIC Human Resource Partners
Industrial UI Services	Diamond Strategies Consulting, LLC
Systemic Educational Equity, LLC	
Center for Strategic Diversity Leadership and Social Innovation	
Consortium for Education Research and Advancement	

A selection team comprised of staff from the City Manager's Office, Human Resources, and Information Technology reviewed the proposals, which were scored based on the criteria outlined in the RFP:

1. Capability, Capacity, and Qualifications of the Respondent (40%)
2. Suitability and Quality of the Approach/Methodology (30%)
3. Milestones and Deliverables (10%)
4. Outcomes to be Achieved (20%)

After reviewing and scoring the proposals, the selection committee invited the top three vendors, Center for Strategic Diversity Leadership and Social Innovation, Envisioning Equity Work LLC, and Ponder Diversity Group, to attend interviews. After completing the interviews, the selection committee rescored the vendors. The vendor with the highest qualification score, Envisioning Equity Work, is recommended for award.

Vendor	Qualification Score
Envisioning Equity Work, LLC	93.8
Ponder Diversity Group LLC	76.2
Center for Strategic Diversity Leadership and Social Innovation	74.3

The term of the contract is two years from the date of award to March 31, 2026, with two, one-year options to extend.

**FISCAL IMPACT:**

CIP #: N/A

Consultation costs related to DEI services are expensed to the account number listed below. A total of \$60,000 was approved for DEI-related initiatives and services as part of the 2024 Budget. The remainder of the contract will be accounted for during the respective budget cycle for the second year of the contract term.

Account Number	Fund Description	Total Budget Amount
11101100-531309	General Fund	\$125,000