
Job Description Point Factor Evaluation Using City of Bloomington Rubric Batch One Results

July 26, 2023

On July 19, 2023, the City of Bloomington (City) and Crowe LLP (Crowe) executed a contract Change Order to add the following activity to existing project services: *Evaluate 50 position descriptions using the City's Point Factor Job Scoring Rubric*. The City requested that Crowe provide the results in batches on a rolling basis when possible.

This letter summarizes the scope for **Batch One – the first 20 of 50 total positions** selected by the City for this activity. This letter was provided to the City alongside the supporting Excel file titled *COB JD Point Factor Evaluation - Batch One (DRAFT 07.26.23)* which contains the summary results.

Per the contract Change Order, Crowe utilized the City's current internal valuation tool (e.g., the Point Factor Job Scoring Rubric) for this activity. The purpose of this activity is to identify positions whose descriptions may be misaligned with current pay grade so that the City and Crowe can determine the appropriate pay grade to use for purposes of applying the results of market benchmarking only (which is already completed as of June 30, 2023). (If the City assigns positions for this analysis that were not in the overall contracted project scope of 257 jobs, Crowe will not include that job in other project analysis or results, other than this point factor evaluation.)

See below for the listing of in-scope positions selected by the City for the Batch One analysis. Please refer to the *COB JD Point Factor Evaluation - Batch One (DRAFT 07.26.23)* Excel file for summary results.

Batch One: In-Scope Positions Selected by the City

ID	Department	Position	Notes
Test 1	Human Resources	Payroll Coordinator	<i>Including Results with Batch One – Crowe Team test score</i>
Test 2	Engineering	Project Manager	<i>Including Results with Batch One – Crowe Team test score</i>
1	Fire	Deputy Fire Marshal	
2	ITS	Application Analyst	
3	Parks & Recreation	Golf Course Superintendent	
4	ITS	Network and Security Administrator	
5	ITS	GIS Analyst	
6	Utilities-Engineering	Engineer	
7	Engineering	Senior Project Manager	
8	Engineering	Project Engineer	
9	Planning & Transportation	Zoning & Long-Range Planner	
10	Planning & Transportation	Zoning Compliance Planner	
11	Utilities	Solids Handling Supervisor	
12	Utilities	Maintenance Superintendent	
13	Utilities	MS4 Inspector	
14	HAND	Finance and Operations Manager	
15	Parks & Recreation	Recreation Services General Manager	
16	Parks & Recreation	Digital Content Coordinator	
17	Parks & Recreation	Special Projects Data Analyst Manager	
18	HAND	Program Manager - Rental Inspections	
19	Public Works	Fleet Maintenance - Inventory Coordinator	
20	Fire	Deputy Fire Chief	