

MEMORANDUM OF AGREEMENT

This **MEMORANDUM OF AGREEMENT** (the "Agreement") is entered into this 28th day of February 2023, between Rock Valley College District 511 (the "College") and the Rock Valley College Support Staff Association (the "Association"), collectively, the Parties, to memorialize their agreement regarding an addendum, concerning HVAC Commercial Mechanic employees' salary ranges and job descriptions.

WITNESSETH

WHEREAS, the Association is the exclusive bargaining agent of all regular, full-time and part-time Educational Support Personnel, including HVAC Commercial Mechanics, employed by the College.

WHEREAS, the College and the Association have previously executed a collective bargaining agreement (the "CBA"), effective July 1, 2021, through June 30, 2027.

WHEREAS, Appendix A of the CBA sets forth the wages, including hourly salary ranges, for each bargaining unit member's pay grade.

WHEREAS, the College has been working on hiring new HVAC Commercial Mechanics since August of 2022 but has been unable to hire new HVAC Commercial Mechanics for open positions.

WHEREAS, in the State of Illinois, there is currently a supply and demand problem in attaining HVAC Commercial Mechanic employees.

NOW THEREFORE, in consideration of the mutual covenants and Agreement herein, the parties agree to the following terms:

1. Appendix A

Appendix A of the CBA lists member pay grade levels, ranging from Grade 6 (least experienced), to Grade 12 (most experienced).

Appendix A of the CBA lists hourly salary ranges for members, ranging from Grade 6, through Grade 12.

2. HVAC Commercial Mechanic Salary Ranges

Upon the execution of this Agreement, Exhibit A, attached, will reflect salary ranges, solely for, HVAC Commercial Mechanic members.

Exhibit A will remain in place for the duration of the CBA.

Per Exhibit A, there will be five (5) total pay grade levels in which an HVAC Commercial Mechanic may be placed. Pay grade levels will range from M1 (least experienced), to M5 (most experienced).

3. Incumbent Salaries

Effective March 1, 2023, incumbent HVAC Commercial Mechanics' grade levels and hourly wages, per Exhibit A, will be as follows:

Last Name	First Name	Title	Grade	Hourly Wage	Range
Johann	Jon	Team Lead	M5	\$42.00	Maximum
Nolley	David	Mechanic III	M3	\$31.00	Midpoint
Vanderhayden	Travis	Mechanic III	M3	\$31.00	Midpoint
Galarza Galarza	Jose	Mechanic II	M2	\$28.00	Midpoint
Syavong	Sonethap (Devin)	Mechanic I	M1	\$25.00	Midpoint

4. Vacancy

Upon the execution of this Agreement, Facilities Management will work with the Team Lead to fill an additional HVAC Commercial Mechanic position, at either an M4 grade or M3 grade.

5. Sign-On Bonus

Upon the execution of this Agreement, new hire HVAC Commercial Mechanics will receive a one-time sign-on bonus of \$3,000, to be paid out in four (4) lump sum disbursements. The first disbursement of \$1,000 will be issued at the time an HVAC Commercial Mechanic successfully completes his or her 90-day probationary period. The second disbursement of \$500 will be issued once an HVAC Commercial Mechanic has been employed with the College for six (6) months. The third disbursement of \$500 will be issued once an HVAC Commercial Mechanic has been employed with the College for one (1) year. The fourth, and final, disbursement of \$1,000 will be issued once an HVAC Commercial Mechanic has been employed with the College for two (2) years.

6. Grade Advancement

Facilities Management and a representative from Human Resources will seek input from the Team Lead to develop specific goals for each of the four (4) HVAC Commercial Mechanic grades, that must be met in order for a mechanic to advance into that grade. The goals for each specific grade will be reflected in Exhibit B, attached. In addition, a mechanic may only advance a grade upon a recommendation from the Team Lead and Association President, and upon final approval from the College's Administration.

7. No Precedent and No Admission

The College and the Association agree that this Agreement is based on the current unique circumstances related to the College's challenges in the current job market in hiring and retaining HVAC Commercial Mechanics. This Agreement is entirely non-precedential and will not constitute an admission of fault with respect to any past compensation or with respect to any past or future grievances or charges. Further, this Agreement shall not constitute binding precedent with respect to any future bargaining positions of the parties

and shall not constitute a change to the status quo of any provision in the CBA.

8. Effect of Agreement

This Agreement applies specifically to the current CBA, and does not modify, amend, or otherwise affect any provision of the current CBA, except as otherwise agreed to in this Agreement.

9. Effective Date

This Agreement, and the Exhibits referenced herein, is effective immediately upon execution, through June 30, 2027.

10. Counterparts

This Agreement may be executed in two or more counterparts, in hard-copy or electronic format, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Association and the College have caused this Agreement to be executed by the signatures of their authorized representatives as set forth below.

**Rock Valley College
Support Staff Association
IFT-AFT/ AFL-CIO**

By: 

Rock Valley College District 511

By: 

Board Chair

Date: 7 FEB 2023

Date: 2-28-23

Exhibit A

HVAC Commercial Mechanic Employees' Salary Ranges

2022-2023 Salary Ranges-Hourly - effective 03/01/2023

Grade	Title	Minimum	2nd Quartile	Midpoint	4th Quartile	Maximum
M5	Team Lead	\$28.00	\$31.50	\$35.00	\$38.50	\$42.00
M4	Mechanic IV	\$27.20	\$30.60	\$34.00	\$37.40	\$40.80
M3	Mechanic III	\$24.80	\$27.90	\$31.00	\$34.10	\$37.20
M2	Mechanic II	\$22.40	\$25.20	\$28.00	\$30.80	\$33.60
M1	Mechanic I	\$20.00	\$22.50	\$25.00	\$27.50	\$30.00

2023-2024 Salary Ranges-Hourly

Grade	Title	Minimum	2nd Quartile	Midpoint	4th Quartile	Maximum
M5	Team Lead	\$29.12	\$32.76	\$36.40	\$40.04	\$43.68
M4	Mechanic IV	\$28.29	\$31.82	\$35.36	\$38.90	\$42.43
M3	Mechanic III	\$25.79	\$29.02	\$32.24	\$35.46	\$38.69
M2	Mechanic II	\$23.30	\$26.21	\$29.12	\$32.03	\$34.94
M1	Mechanic I	\$20.80	\$23.40	\$26.00	\$28.60	\$31.20

2024-2025 Salary Ranges-Hourly

Grade	Title	Minimum	2nd Quartile	Midpoint	4th Quartile	Maximum
M5	Team Lead	\$29.99	\$33.74	\$37.49	\$41.24	\$44.99
M4	Mechanic IV	\$29.14	\$32.78	\$36.42	\$40.06	\$43.70
M3	Mechanic III	\$26.57	\$29.89	\$33.21	\$36.53	\$39.85
M2	Mechanic II	\$23.99	\$26.99	\$29.99	\$32.99	\$35.99
M1	Mechanic I	\$21.42	\$24.10	\$26.78	\$29.46	\$32.14

2025-2026 Salary Ranges-Hourly

Grade	Title	Minimum	2nd Quartile	Midpoint	4th Quartile	Maximum
M5	Team Lead	\$30.89	\$34.76	\$38.62	\$42.48	\$46.34
M4	Mechanic IV	\$30.01	\$33.76	\$37.51	\$41.26	\$45.02
M3	Mechanic III	\$27.36	\$30.78	\$34.20	\$37.62	\$41.04
M2	Mechanic II	\$24.71	\$27.80	\$30.89	\$33.98	\$37.07
M1	Mechanic I	\$22.07	\$24.83	\$27.58	\$30.34	\$33.10

2026-2027 Salary Ranges-Hourly

Grade	Title	Minimum	2nd Quartile	Midpoint	4th Quartile	Maximum
M5	Team Lead	\$31.82	\$35.80	\$39.78	\$43.75	\$47.73
M4	Mechanic IV	\$30.91	\$34.77	\$38.64	\$42.50	\$46.37
M3	Mechanic III	\$28.18	\$31.71	\$35.23	\$38.75	\$42.28
M2	Mechanic II	\$25.46	\$28.64	\$31.82	\$35.00	\$38.18
M1	Mechanic I	\$22.73	\$25.57	\$28.41	\$31.25	\$34.09

EXHIBIT B

Commercial Boiler/HVAC Mechanic M-1

1. Have basic knowledge of electricity and electronics, understands common electrical concepts, procedures and electrical safety.
2. Knowledge and experience using basic hand tools, ability to utilize and read meters and gauges.
3. Ability to identify and diagnose common HVAC problems.
4. Capable and competent to accomplish basic preventative maintenance work orders such as filter and belt replacements.
5. Must have basic computer skills, capable of utilizing Microsoft Office products, Work Order Management Software and Outlook Email.
6. Adept at fixing items "mechanically inclined" ability to take unfamiliar items apart troubleshoot, repair and re-assemble.
7. Perform duties as directed by the HVAC Team Lead or Buildings Systems Manager.
8. Have knowledge of commonly used concepts and follow policies, procedures, and safety measures.
9. Required to work on call weekends. If not already onsite for on call weekend must report in within 60 minutes of emergency call.
10. Required on-call weekends & Holidays for emergencies based on rotation list.
11. Regular attendance is expected.
12. Using tact and courtesy, the ability to establish and maintain effective relationships with persons contacted in the course of work.

Commercial Boiler/HVAC Mechanic M-2 (Must meet all requirements of M-1 & M-2 to be considered for the M-2 Grade)

13. Diagnose issues through HVAC Automation such as Metasys.
14. Assist in working with water systems and split system server coolers.
15. Monitor fire automation systems.
16. Monitor Metasys and tour buildings as often as necessary to maintain a comfortable environment in all buildings.
17. Accomplish preventative maintenance work orders such as filter changes, belt replacements, cleaning air handlers and furnace burners.
18. Monitor and maintain campus water softener systems.
19. Commercial refrigeration license or 2 plus years working with refrigeration.

Commercial Boiler/HVAC Mechanic M-3 (Must meet all requirements of M-1, M-2 & M-3 to be considered for the M-3 Grade)

20. Perform advanced preventative maintenance on all HVAC systems as often as needed or at the direction of the HVAC team leadership.
21. Knowledge and experience working with high voltage, 24 – 600 Volts.
22. Repair HVAC equipment as needed at the direction of the HVAC Team Lead and the Manager of Building Systems.

Commercial Boiler/HVAC Mechanic M-4 (Must meet all requirements of M-1, M-2, M-3 & M-4 to be considered for the M-4 Grade)

23. Minimum of eight years maintenance experience with boiler and chiller systems.
24. Working knowledge and experience of operating large power generation systems such as a cogeneration power plant.
25. Multistack certificate or service class, or minimum 5 years working with multistack units.