## APPROVE ENTERING INTO AN AGREEMENT WITH TEL/LOGIC, INC DBA E-RATE CENTRAL FOR E-RATE PROGRAM ADVISORY SERVICES

## THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve entering into an agreement with Tel/Logic, Inc dba E-Rate Central for E-Rate Program Advisory Services to the Information & Technology Services ("ITS") at a cost not to exceed \$360,000. Vendor was selected on a competitive basis pursuant to Board Rule 5-4.1. A written agreement for advisory services is currently being negotiated. No payment shall be made to Consultant during the period prior to the execution of the written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within ninety (90) days of the date of this Board Report. Information pertinent to this agreement is stated below.

SPECIFICATION NO.: 07-250010

VENDOR: Tel/Logic, Inc DBA E-Rate Central

51 Shore Drive

Plandome, New York 11530 Contact: Winston E. Himsworth Telephone No.: (516) 832-2881

Vendor No.: 42457

**USER:** Information & Technology Services

125 South Clark Street Chicago, Illinois 60603

Contact: Robert W. Runcie, Chief Information Officer

Barton Taylor, E-Rate Director

Telephone No. 773-553-1300

**TERM:** The term of this agreement shall commence August 1, 2007 and end July 31, 2010. This agreement shall have two (2) options to renew for periods of one (1) year each.

**EARLY TERMINATION RIGHT:** The Board shall have the right to terminate this agreement with 30 days written notice.

**SCOPE OF SERVICES:** Vendor will provide E-Rate Program advisory services for E-Rate program including the following, but not limited to:

- Obtain and review any documentation related to eligibility of items, discount percentages, billing process and project management structure;
- Develop an effective procedure for communicating project status;
- Review available E-Rate program documentation to determine compliance with E-Rate eligibility requirements;

**DELIVERABLES:** Vendor will provide a quarterly advisory report that will consist of the following, but not limited to:

- Detailed gap analysis report that identifies improvements in business process
- Funding requests reviewed for E-Rate Funding Year 2007
- Updates/developments related to the status of findings and recommendations
- Reduction in redundant internal requests of staff required to process applications
- Proper calculation of discounts and the site specific v. shared discounts

**OUTCOMES:** As a result of each review, vendor will provide specific relevant recommendations that will ensure that CPS continues to comply with federal regulations, improving the effectiveness and efficiency of operations.

**COMPENSATION:** Consultant shall be paid hourly, invoiced monthly as follows: Upon invoicing, not to exceed \$120,000.00 per year.

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in the written agreement. Authorize the President and Secretary to execute the agreement. Authorize the Chief Information Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:** This contract is in full compliance with the goals required by the Revised Remedial Plan for Minority and Women Business Enterprise Contract Participation (M/WBE). The M/WBE participation goals for the contract include: 35% total MBE, 22% total African American, 10% total Hispanic, 2% total Asian and 5% total WBE.

2%

The vendor has identified and scheduled the following firms and percentages:

## Total MBE 2%:

Total Hispanic:
Four Corners of the World
3066 W. Armitage Ave
Chicago, IL 60647

Total WBE: 2%
Magnetic Office Products

20 E. Jackson, Suite 1400 Chicago, IL 60604

LSC REVIEW: Local School Council approval is not applicable to this report.

FINANCIAL: Charge to Information & Technology Services: \$360,000.00

Budget Classification: 12510-115-54125-252209-000000 FY08 \$120,000.00 12510-115-54125-252209-000000 FY09 \$120,000.00 12510-115-54125-252209-000000 FY10 \$120,000.00

## **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 June 23, 2004 (04-0623-PO4), 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:** 

Heather A. Obora Chief Purchasing Officer Approved:

Arne Duncan Chief Executive Officer

Within Appropriation:

Pedro Martinez Chief Financial Officer

Approved as to Legal Form

Patrick J. Rocks General Counsel