## APPROVE EXERCISING THE FIRST OPTION TO RENEW THE AGREEMENT WITH AUTOMATED SERVICES, INC.

## THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve exercising the first option to renew the agreement with Automated Services to provide consulting services to the Bureau of Safety and Security at a cost for the option period not to exceed \$30,000. A written agreement for Consultant's services is currently being negotiated. No payment shall be made to Consultant during the option period prior to the execution of the written document. The authority granted herein shall automatically rescind in the event a written document is not executed within 60 days of the date of this Board Report. Information pertinent to this option is stated below.

Specification No.: 00-250444

**CONSULTANT:** Automated Services, Inc.

4821 W. 153<sup>rd</sup> Street Oak Forest, Illinois 60452 (708) 535, 3030

(708) 535-3030 Vendor # 23819

**USER:** 

Bureau of Safety and Security

244 E. Pershing Rd. Chicago, Illinois 60653 John Frangella, Director

(773) 553-6900

**AGREEMENT:** The original Consulting Agreement (authorized by Board Report No.: 00-0524-PR25) is for a term commencing July 17, 2000 and ending July 16, 2001, with the Board having (1) option to renew the agreement for 12-month period.

**OPTION PERIOD:** The term of this agreement is being renewed for 1 year commencing July 17, 2001and ending July 16,2002.

**OPTION PERIOD REMAINING:** There is no option period remaining.

SCOPE OF SERVICES: Automated Services, Inc. will continue to provide services in the following areas; the school submits to the office of the Bureau of Safety and Security completed misconduct forms. The information is verified by Safety and Security personnel and then forwarded to the company Automated Services where they keypunch the data. The consultant will return to the office of Safety and Security a reel tape. The tape is taken to our Information Technology Department and they in return will generate a hard copy that is distributed on a monthly basis to appropriate department heads. This information is stored on diskette/tape by our Information Technology Department for future reference.

**DELIVERABLES:** Automated Services Inc., will continue to submit a 1600BPT reel tape containing data related to student misconduct's (Uniform Discipline Code Violations – Groups 1 through 6)

**OUTCOMES:** The data submitted by Automated Services is used for the purpose of maintaining statistical records on student suspensions and expulsions, and for determining whether a school is in need for additional security.

**COMPENSATION:** Consultant shall be paid during the renewal period as follows: Monthly on the basis of two hundred twenty three dollars (\$223.00) per one thousand (1,000) records that consultant inputs on tape, at a cost not to exceed \$30,000.

**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.

**AFFIRMATIVE ACTION:** Vendor agrees to comply with and be bound by the provisions of the Revised Remedial Plan for Minority and Women Business Enterprise Economic Participation (M/WBE Plan).

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

FINANCIAL: Charge to Bureau of Safety & Security: \$30,000 Fiscal Year: 2001

Budget Classification: 0642-215-000-3300-5410

Source of Funds: 215 - Workman's Compensation Action

## **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 Board of Trustees 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 July 26, 1995 (95-0726-EX3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), 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:** 

Natalye Paquin

Chief Purchasing Office

Approved:

Paul G. Vallas

**Chief Executive Officer** 

Within Appropriation:

Kenneth C. Gotsch Chief Fiscal Officer

Approved as to legal form:

Marilyn F. Johnson

General Counsel