## APPROVE EXERCISING THE FIRST OPTION TO RENEW THE AGREEMENT WITH TEL/LOGIC, INC DBA E-RATE CENTRAL FOR E-RATE PROGRAM ADVISORY SERVICES

## THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve exercising the first option to renew the agreement with Tel/Logic, Inc dba E-Rate Central for E-Rate Program Advisory Services to the Information & Technology Services ("ITS") at a cost for the option period not to exceed \$179,700.00. A written document exercising this option is currently being negotiated. No payment shall be made to Vendor 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 ninety (90) days of the date of this Board Report. Information pertinent to this option is stated below.

SPECIFICATION NO.: 07-250010

Contractor Administrator: Pamela Seanior / 773-553-2254

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

51 Shore Drive Plandome, NY 11030

Contact: Winston E. Himsworth Telephone No.: (516) 801-7801

Vendor No.: 42457

**USER:** Information & Technology Services

125 South Clark Street Chicago, Illinois 60603

Contact: Arshele Stevens, Chief Information Officer Pamela D. Flowers, E-Rate Manager

Telephone No. 773-553-1300

**ORIGINAL AGREEMENT:** The original Agreement (authorized by Board Report # 07-0725-PR16) in the amount of \$360,000.00 was for a term commencing on August 1, 2007 and ending July 31, 2010, with the Board having two (2) options to renew for periods of one (1) year each. The original agreement was awarded on a competitive basis pursuant to Board Rue 5-4-1.

**OPTION PERIOD:** The term of this agreement is being extended for one (1) year commencing on August 1, 2010 and ending on July 31, 2011.

OPTION PERIODS REMAINING: There is one (1) option period for one (1) year remaining.

**SCOPE OF SERVICES:** Vendor will continue to 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; and
- Review available E-Rate program documentation to determine compliance with E-Rate eligibility requirements.

**DELIVERABLES:** Vendor will continue to 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 2010;
- Updates/developments related to the status of findings and recommendations;
- Reduction in redundant internal requests of staff required to process applications; and

• 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:** Vendor shall be paid hourly, invoiced monthly as follows: Upon invoicing, total not to exceed \$179,000,00.

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

**AFFIRMATIVE ACTION:** The M/WBE participation goals for the contract include 35% total MBE and 5% total WBE. However, the Waiver Committee recommends that a partial waiver of 5% for the WBE participation goals and 30% for the MBE for this contract as required by the Remedial Program be granted because the contract scope is not further divisible.

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

**Total MBE: 5%** 

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

5%

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

FINANCIAL: Charge to Information & Technology Services: \$179,700.00

Budget Classification: 12510-115-54125-252209-000000 PO #1229293 \$ 57,800.00

12510-115-54125-252209-000000 PO #1543735 \$121,900.00

## **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).

General Counsel

Approved for Consideration:

Opal L. Walls
Chief Purchasing Officer

Within Appropriation:

Diana S. Ferguson
Chief Financial Officer

Approved as to Legal Form: