

**RATIFY AN AGREEMENT WITH  
HAWTHORN MANAGEMENT CONSULTING, LTD. FOR CONSULTING SERVICES**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Ratify an agreement with Hawthorn Management Consulting, Ltd. (Hawthorn) to provide consulting services to the Office of Technology Services at a cost not to exceed \$244,800.00. These services were obtained without prior Board approval. Consultant was selected on a non-competitive basis because Hawthorn has provided design interface technology services and program/project management services to the Board for the past two years and is knowledgeable of the integrated systems installed in the Board's Central Office and the local schools. Additionally, Consultant is conversant with the Board's student information system (SIS) and has extensive knowledge and experience in the requirements, implementation and management of reporting repository platforms. A written agreement for Consultant's services is currently being negotiated. No payment shall be made to Consultant prior to the execution of the 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.: 00-250890

**CONSULTANT:** Hawthorn Management Consulting, Ltd.  
2275 Half Day Road, Suite 350  
Bannockburn, Illinois 60015  
Contact: Barbara Jan Massey  
Telephone No. 847-821-2686  
Vendor No. 29840

**USER:** Office of Technology Services  
125 South Clark Street, 3rd Floor  
Chicago, Illinois 60603  
Elaine L. Williams, Chief Technology Officer  
Telephone No. 773-553-1300

**TERM:** The term of this agreement shall commence on March 12, 2001 and shall end December 31, 2001.

**SCOPE OF SERVICES:** Hawthorn will provide program and project management to the Office of Technology Services to ensure that all programming efforts are cost effective and meet specified requirements. Hawthorn shall commit time and provide consulting services as follows:

**Student Information System (SIS):** Assist in the implementation of the high school scheduling package. Provide the technical interface between the Office of Technology Services' business system analysis group that documents the customer requirements for the SIS assessment that will yield the next phase(s) for the new SIS and the vendor chosen. Develop the technical portion of the SIS assessment that will yield the next phase(s) of the new SIS and the technical criteria to be included in the evaluation. Work with the other technology groups to determine the platform and architecture after the assessment is complete. Identify all data types and data elements of the current SIS that will be used in the SI Reporting Repository.

**Reporting Repository:** Develop the technical portion of the high school scheduling package RFP and provide support for management of the SI Reporting Repository. Determine a team to define the weighted evaluation criteria for an ad hoc query tool for accessing the repository data at both the schools and the Central Office and work with them to choose the tool. Provide guidance in the development of all databases to insure overall compatibility between databases.

**DELIVERABLES:**

- Assist in the implementation of the new high school scheduling module.
- Work with the Office of Technology Services to determine the new platform and architecture for next phase(s) of the new SIS modules.
- Document data types and data elements in the current SIS that will be included in the SI Reporting Repository.
- Coordinate the development of the weighted evaluation criteria for the ad hoc query tool and the final selection.
- Build the resource plan and the timeline for the Reporting Repository Project.
- Determine the high level data model for the SI reporting initiative.
- Develop an RFP for the Reporting Repository Project.
- Implement the Reporting Repository and the ad hoc query tool.

**OUTCOMES:** Consultant’s services shall result in the implementation of the Student Scheduling System and Reporting Repository Project, and the assessment of the new SIS.

**COMPENSATION:** Consultant shall be paid as follows: hourly rate of \$150.00, not to exceed the sum of \$244,800.00.

**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 Technology Officer to execute all ancillary documents required to administer or effectuate this 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.

<b>FINANCIAL:</b>	Charge to the Office of Technology Services:	\$210,000.00	Fiscal Year 2001
	Budget Classification: 0960-210-000-7536-5410		\$90,000.00
	Budget Classification: 0960-210-000-1110-5410		\$120,000.00
	Charge to the Office of Technology Services:	\$34,800.00	Fiscal Year 2002
	Budget Classification: 0960-210-000-7536-5410		\$34,800.00

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

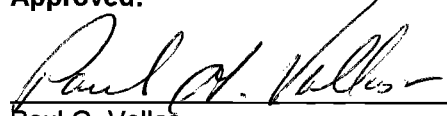
Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

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).

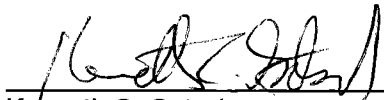
**Approved for Consideration:**

  
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Natalye Paquin  
Chief Purchasing Officer

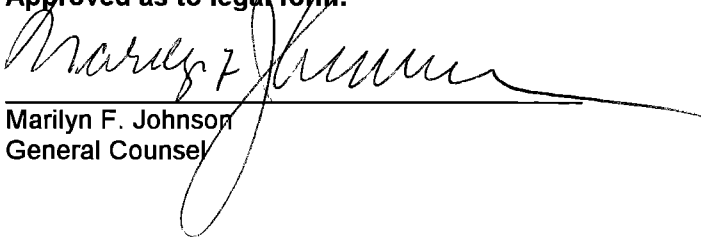
**Approved:**

  
\_\_\_\_\_  
Paul G. Vallas  
Chief Executive Officer

**Within Appropriation:**

  
\_\_\_\_\_  
Kenneth C. Gotsch  
Chief Fiscal Officer

**Approved as to legal form:**

  
\_\_\_\_\_  
Marilyn F. Johnson  
General Counsel