

**APPROVE ENTERING INTO AN AGREEMENT WITH  
MERANT INC. FOR SOFTWARE AND CONSULTING SERVICES**

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

Approve entering into an agreement with Merant Inc. ("Merant") for software and consulting services to the Office of Technology Services to provide implementation, training and support services for the installation of their proprietary change management and version control ("PVCS Change Manager") software products at a cost not to exceed \$234,500.00 (including the cost of the software). Consultant was selected on a non-competitive basis because Merant's PVCS Change Manager for Oracle product suite is the most comprehensive version control and change management software package on the market; with a specific focus on Oracle ERP applications. A written agreement for Consultant's services is currently being negotiated. No payment shall be made to Consultant 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.: 01-250206**

**CONSULTANT:** Merant, Inc.  
3445 NW 211th Terrace  
Hillsboro, Oregon 97124  
Contact: Nancy Churchill/Michele Merdink  
Telephone No. 503-617-2613  
Vendor Number: 33996

**USER:** Office of Technology Services  
125 South Clark Street  
Chicago, Illinois 60603  
Telephone No. 773-553-1300  
Contact: Elaine L. Williams, Chief Technology Officer  
Stephanie J. Hunter, Deputy CTO – Applications Development

**TERM:** The term of this agreement, including software license, maintenance and support, shall commence on October 1, 2001 and shall end December 31, 2001. This agreement shall have one (1) option to renew for a three month period, at no additional cost.

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

**SOFTWARE:** Merant will provide PVCS Change Manager for Oracle software, including:

- the ability to manage, maintain and control changes
- identifies customizations
- automatically captures environment changes (source and schema)
- identifies impact of any change throughout the Board's Oracle applications environments
- automatically documents forms, reports, menu's and libraries
- incorporates rules regarding interdependencies across environments
- tracks source differences between environments and migrates customizations to multiple environments and enforces procedures. This includes patches, upgrades and customizations.

**SCOPE OF SERVICES:** Merant will provide implementation and training support as follows:

- Perform current CPS Oracle Environment Assessment
- Determine key problem areas in the overall Oracle environment (instances) and make recommendations to address

- Determine Oracle development and third-party tools and application interfaces impact on PVCS implementation
- Determine current network, hardware and software configuration environment
- Determine Security Standards
- Determine number and extensiveness of customizations to Oracle Application at CPS, their management
- Determine current patching approval, migration (code promotion), testing and implementation process and standards
- Determine current number of environments, refreshing process and frequency
- Determine workflow, and write-up current process at a high-level
- Determine number of environments, refreshing frequency
- Determine how ERPCM can fit into their environments and assist in their CM problem areas.
- Full implementation of PVCS Change Manager and necessary configuration (per the assessment)
- Set up of all Change Manager tools in "all" critical environments
- Creation of initial change management security hierarchy, administration and standards
- Monitoring and ensure successful set-up, execution and results of all automated activities
- Knowledge transfer and utilization of best practices
- PVCS Mentoring and Transition on use of tool and best practices
- Document necessary Change Management policy and procedures for code migration and patching process, etc.
- PVCS Change Manager Training
- Deliver administrative training covering administration and configuration of functional subsets of PVCS Change Manager
- Develop training material and curriculum
- Train OTS technical staff on key PVCS functional subsets: change finder, automated change finder, automated generation, automated versioning, object finder, automated publishing
- Develop troubleshooting and problem-solving practices and protocol
- Deliver technical architecture for PVCS Change Manager and RingMaster Solution

**DELIVERABLES:** Merant will provide weekly status reports including the following:

- Current State assessment and plan of action for PVCS implementation, per assessment
- Status and detail document of all phases of the PVCS implementation projects
- Status of weekly activities
- Status of all changes/modifications made
- Status and detail document for all current problems/issues
- New problems, concerns, and recommendations as applicable
- Tasks requested by customer deemed to be "Out of Scope"
- Total hours worked by role

**OUTCOMES:** Merant's PVCS Change Manager tool will provide the Board with automated tools that will effectively identify manage and control; the implementation of customizations, enhancements, upgrades and patches to its Oracle ERP and HRMS applications. The implementation of this critical tool will reduce the number of man hours required to implement needed patches and/or upgrades from Oracle, by approximately 40%, thereby, reducing OTS and impacted business units support costs. Additionally, CPS will realize a reduction in support costs that result from the time lapsing to implement a fix to resolve a particular issue, as a result of not having this tool in place.

**COMPENSATION:** Consultant shall be paid as follows: Upon invoicing, Software License: \$185,000; Consulting services: \$18,000 based on 3 days of onsite training @ \$3,000/day; Support/Maintenance: \$31,500; aggregate cost not to exceed \$234,500.00.

**REIMBURSABLE EXPENSES:** None.

**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:** The Waiver Review Committee reviewed the request for waiver and recommends that a waiver be granted on the basis of the Contract being not further divisible, 0% Total MBE, 0% Black, 0% Hispanic, 0% Asian and 0% WBE.

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

<b>FINANCIAL:</b>	Charge to the Office of Technology Services: \$234,500.00	Fiscal Year: 2002
	Budget Classifications: 0960-060-000-1110-5311	\$185,000.00
	0960-210-000-7536-5470	\$31,500.00
	0960-210-000-1110-5410	\$18,000.00

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

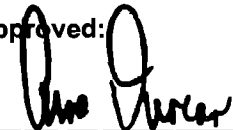
**Ethics** – The Board’s Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

**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).

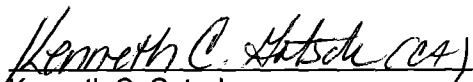
**Approved for Consideration:**

  
 Natalye Paquin  
 Chief Purchasing Officer

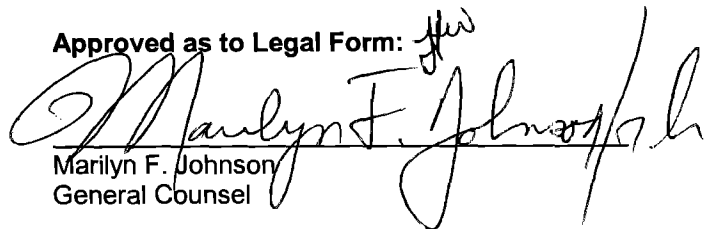
**Approved:**

  
 Arne Duncan  
 Chief Executive Officer

**Within Appropriation:**

  
 Kenneth C. Gotsch  
 Chief Fiscal Officer

**Approved as to Legal Form:**

  
 Marilyn F. Johnson  
 General Counsel