

APPROVE THE PRE-QUALIFICATION STATUS OF AND APPROVE ENTERING INTO MASTER AGREEMENTS WITH VENDORS TO PROVIDE COURT REPORTING SERVICES

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve the pre-qualification status of and approve entering into master agreements with Lydia Mszal Reporting Services and Smith's Court Reporting Services, Ltd. to provide Court Reporting Services. Vendors were selected pursuant to duly advertised RFQ Specification Number 01-250069. A written master agreement for each vendor is currently being negotiated. No services shall be provided by any vendor and no payment shall be made to any vendor prior to the execution of their written master agreement. The pre-qualification status approved herein for each vendor shall automatically rescind in the event such vendor fails to execute the Board's master agreement within 60 days of the date of this Board Report. Information pertinent to these master agreements is stated below.

<p>VENDORS: 1. Lydia Mszal Reporting Services 79 West Monroe Street Ste. 1223 Chicago, IL 60603 Contact person: Lydia Mszal (312) 629-8816 Vendor Number: 34478</p>	<p>2. Smith's Court Reporting Services, LTD. 203 North Wabash Avenue Ste. 2106 Chicago IL 60601 Contact person: Janice Smith (312) 726-2266 Vendor Number: 34535</p>
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USERS: Various groups: Anita Rocha, Acting Chief Purchasing Officer.

TERM: The term of this pre-qualification period is one (1) year, effective January 1, 2002 and ending December 31, 2002. The Board shall have the right to extend the pre-qualification period and the master agreements for two (2) additional one (1) year period(s).

SCOPE OF SERVICES: Vendor shall provide court reporting services to various departments as requested and scheduled. Vendors shall provide written and/or disk transcripts of meetings, hearings and depositions attended.

COMPENSATION: The sum of payments to all pre-qualified vendors for the pre-qualification term shall not exceed \$100,000. Vendors shall be paid hourly rates and transcript fees specified in their Cost Proposal Page. Vendors will provide detailed invoices which shall include breakdown charges, user department and the name of project for which services were rendered.

USE OF THE POOL: Various departments are authorized to request services from the pre-qualified pool based on availability of approved vendor. User departments may only utilize pre-qualified vendor for those services for which such vendor has been pre-qualified and are identified in such vendor's master agreement.

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

AFFIRMATIVE ACTION: Pursuant to Section 6.2 of the Revised Remedial Plan for Minority and Women Business Enterprise Contract Participation (M/WBE Plan), the Per Contract and Category Goals method for M/WBE participation will be utilized. Contracts from vendors will be subject to compliance reviews on a contract-by-contract basis. Aggregated compliance of the vendors in the pool will be reported on a quarterly basis.

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

REPORTING: Pursuant to Board Rule 5-10.2, the Chief Purchasing Officer shall submit a quarterly Board Report which reports expenditures made during the previous quarter to pre-qualified vendors including an accounting and reconciliation of such expenditures to individual vendors against the total expenditure authorized for the applicable pre-qualified pool of vendors.

FINANCIAL: Charge to various user departments an amount not to exceed \$100,000.00:
Budget Classification: Various Fiscal Year: 2001-2002
Source of Funds: Various

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:


Anita Rocha
Acting Chief Purchasing Officer

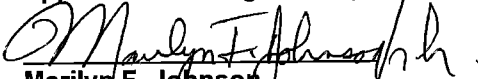
Approved:


Arne Duncan *by PAID*
Chief Executive Officer

Within Appropriation:


Kenneth C. Gotsch
Chief Fiscal Officer

Approved as to legal form:


Marilyn F. Johnson
General Counsel