

**APPROVE ENTERING INTO AN AGREEMENT WITH  
C2 NETWORKS FOR CONSULTING SERVICES**

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

Approve entering into an agreement with C2 Networks Incorporated ("C2 Networks") to provide strategic planning and development of a Request For Qualifications (RFQ) and a Request For Proposal (RFP), and supporting consulting assistance to the Oracle project for the Office of Technology Services ("OTS"), at a cost not to exceed \$90,000.00. Consultant was selected on a non-competitive basis because of its experience providing organizational strategic planning services and RFQ and RFP development for large-scale technology projects. 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.:** 02-250064

**CONSULTANT:** C2 Networks Incorporated  
P.O. Box 7910  
Chicago, Illinois 60680-7910  
Contact: Cynthia Williams  
Telephone No.: 312-986-9348  
Vendor No. 34420

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

**TERM:** The term of this agreement shall commence on May 1, 2002 and shall end December 31, 2002. This agreement shall have two (2) options to renew for periods of six (6) months each, at a cost to be determined at the time of renewal.

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

**SCOPE OF SERVICES:** C2 Networks will provide the following relating to the development of the Oracle Migration and Implementation RFQ and/or RFP:

- Develop, coordinate, manage, and facilitate the RFQ and/or RFP development process in conjunction with CPS Procurement (this may include development of vendor evaluation, selection and negotiation processes).
- Develop additional RFQs and/or RFPs for Oracle implementation and other projects.
- Develop RFQ and/or RFP covering the defined and communicated scope of the Oracle 11i Implementation and Migration project.
- Coordinate with key CPS departments to ensure that proper policies and procedures, as well as relevant State of Illinois regulations, are followed – in close association with individuals from CPS Procurement and other relevant departments.
- Assist with the establishment of evaluation committee(s).
- Facilitate evaluation team meetings for RFQ and/or RFP process.
- Develop a spreadsheet-based evaluation process to be used by the evaluation committee for RFQ's and/or RFP's.

- Coordinate with key CPS departments to ensure that proper CPS policies and procedures and State of Illinois regulations are followed.
- Develop, coordinate, manage and facilitate the RFQ and/or RFP process in conjunction with CPS Procurement (this may include development of: vendor evaluation, selection and negotiation processes).
- Develop additional RFQs and/or RFPs for Oracle 11i Implementation and Migration related projects.

**DELIVERABLES:** C2 Networks will provide following:

- Review current Oracle Statement of Work to extract critical pieces of information for inclusion into the RFQ and/or RFP.
- Conduct interviews with key CPS Oracle Project Team members to gather requirements and input into the RFQ and/or RFP.
- Develop key evaluation/selection criteria for the RFQ and/or RFP.
- Train evaluation team on the use of the spreadsheet-based evaluation process
- Provide project management, including development of a schedule timeline with major milestones for the RFQ and/or RFP processes, scheduling of all activities, status reports and meetings.
- Develop Final RFQ and/or RFP developed jointly with Purchasing Department.
- Develop spreadsheet-based evaluation process
- Develop Vendor Selection support and assistance
- Provide overall Management of the process
- Facilitate evaluation team meetings for RFQ and RFP processes.

**OUTCOMES:** Consultant's services shall result in the Board receiving the following services:

- CPS will have received the depth of industry and technology knowledge needed to generate the highest quality solutions for the RFQ and RFP.
- CPS will have the necessary information to make informed selection of Oracle ERP implementation vendor.
- Documented recommendations for policy and/or procedures that will ensure ongoing compliance
- Improved documentation for better management of Oracle ERP implementation and data migration.
- New tools and methodologies that will enhance end-user operations and/or the implementation process.
- Provide CPS with a basic framework that can be modeled for other information technology initiatives of this kind and size.
- OTS will effectively and efficiently complete the RFQ and RFP processes to the satisfaction of the Chief Technology Officer and Chief Purchasing Officer.

**COMPENSATION:** Consultant shall be paid in accordance with the delivery schedule, hourly rates and terms specified in the written agreement; which sum shall not exceed \$90,000.00.

**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:** The Waiver Review Committee recommends that a full waiver of the participation goals for this contract that include:

35% total MBE, 22% total African American, 10% total Hispanic, 2% total Asian and 5% total WBE.

As required by the Revised Remedial Plan for Minority and Women Business Enterprise Contract Participation (M/WBE Plan) be waived because contract is not further divisible.

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

**FINANCIAL:** Charge to the Office of Technology Services: \$90,000.00 Fiscal Year: 2002  
Budget Classification No. 0960-210-000-1111-5410 \$90,000.00 FY02

**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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Anita Rocha  
Acting Chief Purchasing Officer

**Approved:**

  
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Arne Duncan  
Chief Executive Officer *by PAD*

**Within Appropriation:**

  
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Kenneth C. Gotsch  
Chief Fiscal Officer

**Approved as to Legal Form:**

  
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Marilyn F. Johnson  
General Counsel