

**APPROVE ENTERING INTO AN AGREEMENT WITH
MARKET TO ME INC. FOR CONSULTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve entering into an agreement with Market To Me Incorporated ("Market To Me") to provide strategic planning and development of a Request For Qualifications (RFQ) and a Request For Proposal (RFP) in addition to supporting consultative assistance to the Oracle project for the Office of Technology Services ("OTS"), at a cost not to exceed \$129,000.00. Consultant was selected on a non-competitive basis because of its experience providing strategic planning services specific to major organization-wide software implementation initiatives as well as RFQ and RFP development supporting large-scale software selections and deployments. 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.: 02-250063

CONSULTANT: Market To Me Incorporated
1350 N. Wells C-201
Chicago, Illinois 60610
Contact: Joshua Karp
Telephone No.: 312-266-6027
Vendor No. 10206

USER: Office of Technology Services
125 South Clark Street
Chicago, Illinois 60603
Contacts: 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: Market To Me will provide the following services related to the development of the Oracle Implementation and Migration 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 of an 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 and oversight of evaluation committee(s).
- Facilitate evaluation team meetings and potential vendors during the RFQ and/or RFP development processes.

- Develop a spreadsheet-based evaluation process that may be used by the evaluation committee(s) for RFQ's and/or RFP's.
- Develop additional RFQs and/or RFPs for Oracle 11i Implementation and Migration related projects.

DELIVERABLES: Market To Me will provide following:

- Perform a comprehensive review of the current Oracle 11i Implementation and Migration Project Statement of Work to extract critical pieces of information for inclusion into a new RFQ and/or RFP.
- Perform a series of interviews with key CPS Oracle Project Team members to gather requirements and other inputs into the RFQ and/or RFP.
- Develop key evaluation/selection criteria for the RFQ and/or RFP.
- Train the evaluation committee on the use of the spreadsheet-based evaluation process.
- Provide general project management, including development of a timeline with major milestones for the RFQ and/or RFP processes, scheduling of all activities, status reports and associated meetings.
- Develop Final RFQ and/or RFP developed jointly with Purchasing Department and other relevant CPS departments
- Develop Spreadsheet-based evaluation process.
- Develop vendor selection assistance.
- Assist with the overall management of the process.
- Facilitate of evaluation committee meetings as well as potential vendor meetings during the RFQ and/or RFP processes.
- Provide similar activities for additional RFQ's and/or RFP's.

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 RFQ(s) and/or RFP(s).
- CPS will have the necessary information to make informed selection of Oracle ERP implementation and migration vendor(s).
- Documented recommendations for policy and/or procedures that will ensure ongoing compliance.
- New spreadsheet-based 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/or 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 specified in the written agreement at the hourly rate of \$75.00; total cost not to exceed \$129,000.00.

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 M/WBE goals for this contract include:

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

However, the Waiver Review Committee recommends that a full waiver of the participation goals for this contract as required by the Revised Remedial Plan for Minority and Women Business Enterprise Contract Participation (M/WBE Plan) be waived because the 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: \$129,000.00 Fiscal Year: 2002
Budget Classification No. 0960-210-000-1111-5410 \$129,000.00 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.

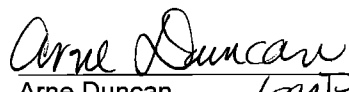
Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



Anita Rocha
Acting Chief Purchasing Officer

Approved:



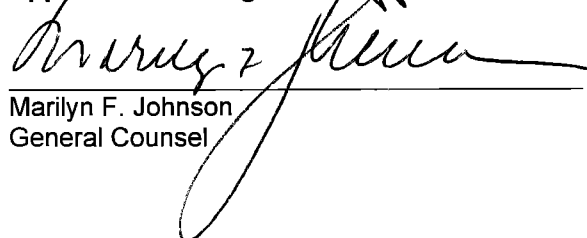
Arne Duncan
Chief Executive Officer

Within Appropriation:



Kenneth C. Gotsch
Chief Fiscal Officer

Approved as to Legal Form:



Marilyn F. Johnson
General Counsel