

**RATIFY THE EXERCISING OF THE SECOND OPTION TO RENEW THE AGREEMENT
WITH HETTINGER & ASSOCIATES, INC. FOR CONSULTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Ratify the exercising of the second option to renew the agreement with Hettinger & Associates, Inc. to provide consulting services to the Department of Libraries and Information Services at a cost for the option not to exceed \$77,831. A written document exercising this option is currently being negotiated. These services were renewed without prior Board approval. No payment shall be made to Consultant during the option period prior to the execution of the written document. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 90 days of the date of this Board Report. Information pertinent to this option is stated below.

CONSULTANT: Hettinger & Associates, Inc.
5743 N. Richmond #1
Chicago, IL 60659
Vendor # 12299
Contact Person: Peggy Hettinger
Phone: (773) 989-4045

USER: Department of Libraries and Information Services
Medill Professional Training Center
1326 W. 14th Place, Room 216
Contact Person: Kathleen Ryan
Phone: (773) 553-5210

ORIGINAL AGREEMENT: The original Agreement (authorized by Board Report 00-0823-PR21), in the amount of \$87,500 is for a term commencing August 29, 2000 and Ending August 28,2001, with the Board having two (2) options to renew for periods of twelve (12) months each, with the cost for each renewal period not to exceed \$87,500. The agreement was renewed (authorized by Board Report 01-0926-PR68) in the amount of \$87,500 for a term commencing August 29, 2001 and ending August 28, 2002. The original agreement was awarded on a non-competitive basis.

OPTION PERIOD: The term of this agreement is being extended for twelve months (12) commencing August 29, 2002 and ending August 28, 2003.

OPTION PERIODS REMAINING: There are no options remaining.

SCOPE OF SERVICES: Hettinger & Associates, Inc. will continue to provide UNISYS-based applications support for the PALS system to the Department of Libraries and Information Services and the Board. The consultant will continue to provide retrospective library conversion, database conversion, and loading collections as well as auxiliary training support for the Department's automated library systems. The consultant will continue to assist library staff members in establishing and expanding Internet access in school libraries.

DELIVERABLES: During this option period, Hettinger & Associates, Inc. will provide the following deliverables:

- Provide assistance to the school libraries with retrospective conversion
- Provide technical support with software installation of the library automation software
- Provide assistance with the Student Information download program for school libraries
- Provide technical support to the library staff members
- Provide technical help line support to school libraries
- Provide technical assistance with the library network systems

OUTCOMES: Consultant's services will provide technical assistance to both the High Schools and Elementary Schools currently automated, and provide assistance to those Elementary Schools that are not automated. Students and staff will have better access to resources throughout CPS libraries as the result of the selection and installation of the new library automation systems. Library automation systems in all CPS school libraries will facilitate the creation of a central union catalog and support inter-library loan. Data collected concerning use of the Professional Library will enable staff to better meet CPS staff needs for resources and services.

COMPENSATION: Consultant shall be paid as follows: hourly rate of \$75.00, not to exceed the sum of \$77,831.

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: This contract is in full compliance with the goals required by the Revised Remedial Plan for Minority and Women Business Enterprise Contract Participation (M/WBE Plan) because the prime is an independent consultant (100% WBE).

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

FINANCIAL: Charge to the Department of Libraries and Information services: \$77,831. Fiscal Year: 2003
Budget Classification: 0951-210-071-1671-5410

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).

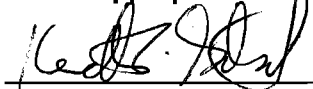
Approved for Consideration:


Anita Rocha
Acting Chief Purchasing Officer

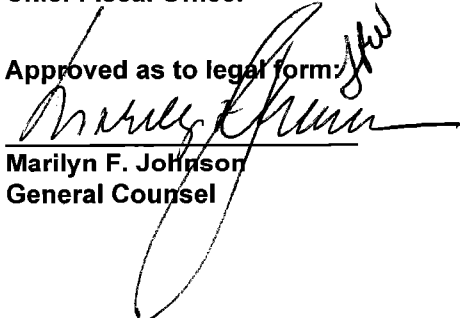
Approved:


Arne Duncan
Chief Executive Officer

Within Appropriation:


Kenneth C. Gotsch
Chief Fiscal Officer

Approved as to legal form:


Marilyn F. Johnson
General Counsel