

**APPROVE THE RENEWAL OF AN EXISTING AGREEMENT WITH
HAWTHORN MANAGEMENT CONSULTING, LTD. FOR CONSULTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve the renewal of an existing agreement with Hawthorn Management Consulting, Ltd. ("Hawthorn") to provide consulting services for the Office of Technology Services ("OTS") at a cost not to exceed \$300,000.00 for the renewal term. A written document exercising this renewal is currently being negotiated. No payment shall be made to Consultant during the renewal period prior to the execution of the written document. The authority granted herein shall automatically rescind in the event a written document is not executed within ninety (90) days of the date of this Board Report. Information pertinent to this renewal is stated below.

SPECIFICATION NO.: 00-250890

CONSULTANT: Hawthorn Management Consulting, Ltd.
2275 Half Day Road, Suite 350
Bannockburn, Illinois 60015
Contact: Barbara Jan Massey
Telephone No. 847-821-2686
Vendor No. 29840

USER: Office of Technology Services
125 South Clark Street, 3rd Floor
Chicago, Illinois 60603
Contacts: Elaine L. Williams, Chief Technology Officer
Frank Spoto, Manager, Student Information System
Telephone No. 773-553-1300

ORIGINAL AGREEMENT: The original Consulting Agreement in the amount of \$244,800.00 (authorized by Board Report 01-0328-PR17, as amended by Board Report 01-0627-PR22) is for a term commencing March 12, 2001 and ending December 31, 2001. The original agreement was renewed in the amount of \$275,200.00 (authorized by Board Report 01-1128-PR12, as amended by Board Report 02-1120-PR25) for a term commencing January 1, 2002 and ending December 31, 2002. The original agreement was awarded on a non-competitive basis because Hawthorn has provided design interface technology services and program/project management services to the Board and is knowledgeable of the integrated systems installed in the Board's Central Office and local schools. Additionally, Consultant is conversant with the Board's Student Information System ("SIS") and has extensive knowledge and experience in the requirements, implementation and management of reporting repository platforms.

RENEWAL PERIOD: By mutual consent of the parties, the term of this agreement is being renewed for a twelve (12) month period commencing January 1, 2003 and ending December 31, 2003.

SCOPE OF SERVICES: Hawthorn shall continue to provide program and project management services to OTS to ensure that all Student Information System programming efforts are cost effective and meet specified requirements. During the renewal term, Hawthorn shall commit time and provide consulting services as follows:

- **Student Information System (SIS):**
 - Complete the implementation of the PowerSchool high school scheduling engine as it is delivered by exercising all test cases, documenting all issues encountered, reviewing the training material, and managing the user acceptance testing.
 - Provide the technical interface between OTS and the project team developing the SIS Replacement RFP.
 - Develop the technical criteria to be included in the SIS RFP evaluation criteria.
 - Develop a high-level data architecture for the SIS Replacement project that identifies the data capture points, the flow frequency and the retention location.
 - Work with the other technology groups to determine the platform and system architecture after the assessment is complete.

- **Reporting Repository:**
 - Provide the documentation and management for the DBA to convert compliance reporting to run on the SI Reporting Repository.
 - Provide on-going project management for data element and table additions and enhancements to the SI Reporting Repository.

Hawthorn shall also provide the following services in connection with the High School Scheduling package, the SIS Replacement project and the Student Information Reporting Repository, including:

- **Student Information System (SIS) (70%):**
 - Provide the technical interface between the Office of Technology Services and the project team developing the SIS Replacement RFP. Work with the other technology groups to determine the platform and architecture after the assessment is complete.
 - Develop high-level data architecture for the SIS Replacement project that identifies the data capture points, the flow frequency, and the retention location.
 - Manage the High School Scheduling System User Acceptance Testing, document all issues encountered, and approve the implementation of the solution.
 - Complete the implementation of the High School Scheduling System and the deployment to all high schools. Deployment based upon delivery by PowerSchool.
 - Ensure training is completed on all functions of the High School Scheduling System for the schedulers in each high school and that support is available through the first 20 days of the 2003-2004 school year.
 - Assist the Manager of Student Information Systems in identifying qualified candidates for open positions and with management of new projects.
- **Reporting Repository (30%):**
 - Provide the documentation and management for the DBA to convert 3-5 compliance reports to run from the SI Reporting Repository.
 - Provide project management for the SI Reporting Repository.
 - Develop tables and document relationships for all new data elements and tables added to the Repository.
 - Test all data elements being added to the Repository to ensure the data is valid.
 - Keep all Repository documentation current.

DELIVERABLES: Hawthorn shall continue to:

- Complete the implementation of the new high school scheduling engine as it is delivered by PowerSchool
- Work with OTS to determine the new platform and architecture for the next phase(s) of the new SIS modules
- Ensure that the data on the Student Information Reporting Repository is accurate and up-to-date.
- Provide current documentation for the Student Information Reporting Repository

Hawthorn will also, during the renewal term, provide the following deliverables:

- Three to five compliance reports run from the SI Reporting Repository
- A completed high school scheduling system
- Training for all high school schedulers
- A high-level data architecture for the SIS Replacement project that identifies the data capture points, the flow frequency and the retention location
- Other deliverables pertaining to the Student Information system approved projects for FY03 that are assigned.

OUTCOMES: Consultant's services shall result in the implementation of three to five compliance reports run from the SI Reporting Repository, a completed High School Scheduling Engine as it is delivered by PowerSchool, and a high-level data architecture for the SIS Replacement project.

COMPENSATION: Consultant shall be paid as follows: monthly, upon invoicing, based on the hourly rate of \$150.00, not to exceed the sum of \$300,000.00 for the renewal period.

AUTHORIZATION: Authorize the General Counsel to include other relevant terms and conditions in the written renewal agreement. Authorize the President and Secretary to execute the renewal agreement. Authorize the Chief Technology Officer to execute all ancillary documents required to administer or effectuate this renewal 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 M/WBE participation goals for this contract as required by the Revised Remedial Plan be granted because the contract scope is not further divisible.

As a condition of the approved waiver, the vendor has agreed to enter into the Mentor Protégé Program.

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

FINANCIAL: Charge to the Office of Technology Services: \$300,000.00

Budget Classification:	0960-210-000-7536-5410	\$150,000.00	FY03
	0960-210-000-7536-5410	\$150,000.00	FY04

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:



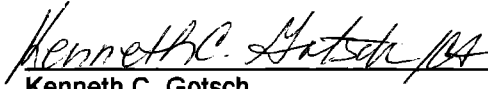
Arlita Rocha
Acting Chief Purchasing Officer

Approved:



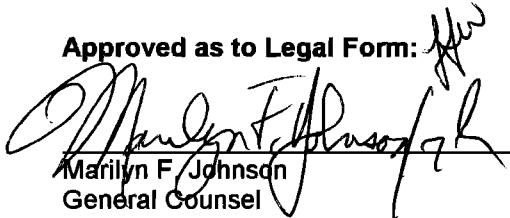
Arne Duncan
Chief Executive Officer *BY/PAID*

Within Appropriation:



Kenneth C. Gotsch
Chief Fiscal Officer

Approved as to Legal Form:



Marilyn F. Johnson
General Counsel