

**RATIFY EXERCISING THE OPTION TO EXTEND THE AGREEMENT WITH DESKS INC.  
FOR THE PURCHASE OF OFFICE WORKSTATION PRODUCTS**

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

Ratify exercising the option to extend the agreement with Desks Inc. for the purchase of office workstations products for the Department of Operations at a cost not to exceed \$250,000 during this option period. A written extension agreement is currently being negotiated. No payment shall be made to Vendor during the option period prior to the execution of the written extension agreement. The authority granted herein shall automatically rescind in the event a written extension agreement is not executed within 60 days of the date of this Board Report. Information pertinent to this extension agreement is stated below.

**SPECIFICATION NO.: 01-250245**

**Contract Administrator: Pam Senior 553-2254**

**VENDOR:** Desks Inc.  
600 West Fulton Street 2<sup>nd</sup> Floor  
Chicago, IL 60661  
Alison Rooney  
(312) 334-3375  
Vendor # 21165

**USER:** Department of Operations/ Capital Planning  
125 South Clark Street, 16<sup>th</sup> Floor  
Chicago, IL 60603  
Rebecca Grespan  
(773) 553-2909

**ORIGINAL AGREEMENT:** The original agreement (authorized by Board Report 02-0123-PR6, as amended by Board Report 02-0925-PR02) in the amount of \$343,541.00, is for a term commencing February 1, 2002 and ending January 31, 2003, with the Board having the option to extend the contract for one additional one-year period. Vendor was selected pursuant to a duly advertised Bid Solicitation (Specification #01-250245) which was based upon unit prices only and not quantity.

**OPTION PERIOD:** The term of this agreement is being extended for a period commencing February 1, 2003 and ending January 31, 2004.

**DESCRIPTION OF PURCHASE:**

- |   |  |
|---|--|
| <b>1. Goods:</b> Workstation Type A-IL (A-IR)<br>Unit Price: \$2,717.40 | <b>2. Goods:</b> Workstation Type A- 2L (A-2R)<br>Unit Price: \$2,302.30 |
| <b>3. Goods:</b> Workstation Type A-3L (A-3R)<br>Unit Price: \$2,935.80 | <b>4. Goods:</b> Workstation Type A- 4L (A-4R)<br>Unit Price: \$3,411.80 |
| <b>5. Goods:</b> Office Group<br>Unit Price: \$5,509.00                 | <b>6. Goods:</b> Workstation Type C- 1L (C-1R)<br>Unit Price: \$5,614.00 |
| <b>7. Goods:</b> Workstation Type D- 1L(D-1R)<br>Unit Price: \$5,328.40 | <b>8. Goods:</b> Workstation Type D- 2L (D-2R)<br>Unit Price: \$2,531.20 |
| <b>9. Goods:</b> Tables (Small)<br>Unit Price: \$234.50                 | <b>10. Goods:</b> Tables (Medium)<br>Unit Price: \$341.60                |
| <b>11. Goods:</b> Tables (large)<br>Unit Price: \$431.90                | <b>12. Goods:</b> Task Chair<br>Unit Price: \$513.80                     |

**13. Goods:** Side Chair  
Unit Price: \$228.20

**14. Goods:** Lateral Files  
Unit Price: \$415.10

**COMPENSATION:** Vendor shall be paid as follows: based upon the actual items ordered at the specified unit prices in the written agreement in an amount not to exceed the sum of \$250,000.00 for the extension term.

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in the written extension agreement. Authorize the President and Secretary to execute the extension 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). The M/WBE participation goals for the contract include: 26% total MBE, 16% total African American, 7.5% total Hispanic, 2% total Asian and 5% total WBE.

The vendor has identified and scheduled the following firms and percentages:

*Total MBE 26%*

*Total 16% African American:*

<i>CK Dist.</i>	<i>12755 S. Lowe, Chgo., IL 60678</i>
<i>\$40,000.00</i>	<i>Applied 5/7/03</i>

*Total 7.5% Hispanic:*

<i>Chgo. United</i>	<i>53 W. Jackson Blvd., #1450, Chgo., IL 60604</i>
<i>\$18,750.00</i>	<i>Certified through 9/30/03</i>

*Total 2% Asian:*

<i>JC Programming</i>	<i>9134 Newcastle, Morton Grove, IL 60053</i>
<i>\$5,000.00</i>	<i>Applied 4/16/03</i>

*Total WBE 5%*

<i>City Cottage</i>	<i>2907 S. Wabash Ave., #201, Chgo., IL 60616</i>
<i>\$12,500.00</i>	<i>Certified Through 12/31/03</i>

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

**FINANCIAL:** Charge to Capital Planning: \$250,000 Fiscal Year: 2003  
Budget Classification: 0645-552-000-4450-5400  
Source of Funds: Asset Management O&M

**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.

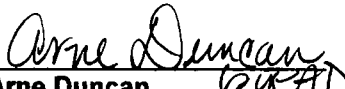
Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

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:

  
Sean P. Murphy  
Chief Purchasing Officer

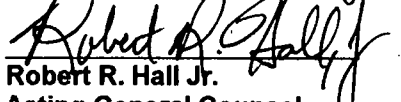
Approved:

  
Arne Duncan  
Chief Executive Officer

Within Appropriation: 

  
Peggy A. Davis  
Chief of Staff

Approved as to legal form: 

  
Robert R. Hall Jr.  
Acting General Counsel