

**APPROVE ENTERING INTO AN AGREEMENT WITH  
CIBER, INC. FOR IMPLEMENTATION SERVICES**

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

Approve entering into an agreement with CIBER, Inc. to provide implementation services to the Office of Technology Services ("OTS") at a cost not to exceed \$3,651,540.00. Consultant was selected on a competitive basis pursuant to a duly advertised Request for Proposal (Specification No. 04-250008). 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.:** 04-250008

**CONSULTANT:** CIBER, Inc.  
One Lincoln Center, Suite 300  
18 W. 140 Butterfield Road  
Oakbrook Terrace, Illinois 60181  
Contact Person: Jeff Beech, Director  
Telephone No.: (630) 424-1400  
Vendor No.: 12614

**DEPARTMENTS:** Office of Technology Services  
125 South Clark Street, 3rd Floor  
Chicago, Illinois 60603  
Contact: Robert W. Runcie, Chief Information Officer  
Gretchen Olson, SIS Program Manager  
Andrea Hearon, Project Manager  
Telephone No.: 773-553-1300

**TERM:** The term of this agreement shall commence August 1, 2004 and shall end September 30, 2006. This agreement shall have one (1) option to renew for a period of one (1) year, the cost of which will be determined at time of renewal.

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

**SCOPE OF SERVICES:** Consultant shall provide the following services to the Board to implement the Board's new Individualized Educational Plan (IEP) software as follows:

**Phase 1: Process Review & Gap Analysis**

1. Project Management
  - a. Manage Project efforts
  - b. Develop Project work plan
  - c. Develop Communication plan
2. Process Review and Gap Analysis
  - a. Assess technical environment
  - b. Define business processes
  - c. Provide technical training to CPS
  - d. Install/Verify proof of concept
  - e. Conduct conference room pilot
  - f. Revise Implementation Plan
3. Implementation Support
  - a. Prepare/conduct change readiness assessment

**Phase 2: Pilot and Mini-District Implementation**

1. Project Management
  - a. Manage Project efforts
  - b. Track/Report status
  - c. Project communications
2. Pilot and Mini-District Implementation
  - a. Design pilot approach
  - b. Design mini-district approach
  - c. Install/Verify software
  - d. Design/implement security
  - e. Plan application product test
  - f. Build/test infrastructure
  - g. Execute product/functional tests
  - h. Create Pilot/Mini-district Support Models
3. Customization/Modifications
  - a. Design/develop modifications of software
4. Installation and Integration
  - a. Update implementation approach
  - b. Implement interfaces
  - c. Provide technical support
  - d. Test/Retest modules
5. Implementation Support
  - a. Change Readiness
  - b. Implement Support Model
6. Data Conversion
  - a. Identify/map data to convert
  - b. Data cleanup
  - c. Convert data
7. Training and End-User Support
  - a. Develop Training Plan and Curriculum
  - b. Develop/modify training
  - c. Design/develop training database
  - d. Develop Online Quick Reference tool
  - e. Deliver training
  - f. Evaluate training

**Phase 3: Implementation/Phased Rollout**

1. Project Management
  - a. Manage Project efforts
  - b. Track/Report status
  - c. Project communications
2. Implementation Support
  - a. Change Readiness
  - b. Implement Support Model
3. Data Conversion
  - a. Identify/map data to convert
  - b. Data cleanup
  - c. Convert data
4. Training and End-User Support
  - a. Develop Training Plan and Curriculum
  - b. Modify training
  - c. Modify Online Quick Reference tool
  - d. Deliver training
  - e. Evaluate training

**DELIVERABLES:** Consultant will provide the following Project Management tasks:

- Project Management Procedures
- Change Management Processes
- Gap Analysis
- Functional and Technical Specifications
- End-user and Technical Training

**OUTCOMES:** Consultant's services will result in enhancing educational opportunities, and overall education processes, enable new application development and allow for future growth.

**COMPENSATION:** Consultant shall be paid on a monthly basis in accordance with the agreed upon payment schedule contained in the written agreement, not to exceed the sum of \$3,651,540.00.

**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 Information Officer (CIO) to execute all ancillary documents required to administer or effectuate the 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). The M/WBE participation goals for the contract include: 35% total MBE, 22% total African American, 10% total Hispanic, 2% total Asian and 5% total WBE.

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

Total 22% African-American:	
<b>Technology Consortium Group</b>	22% / \$803,338.80
805 West Randolph	Certification expires August 31, 2008
Chicago, Illinois 60607	

Total 10% Hispanic:	
<b>Advance Electronic Instruments, Inc.</b>	10% / \$365,154.00
<b>DBA: Stratus Consulting Group</b>	Certification expires April 1, 2008
P.O. Box 2684	
Des Plaines, Illinois 60017	

Total 3% Asian:	
<b>TechServ Corporation</b>	3% / \$109,546.20
4513 Lincoln Avenue, Suite 106	Certification expires August 31, 2006
Lisle, Illinois 60532	

Total 5% WBE:	
<b>Bast Services, Inc.</b>	5% / \$182,577.00
1448 Old Skokie Road, Suite 2B	Certification expires May 1, 2007
Highland Park, Illinois 60035	

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

**FINANCIAL:** Charge to the Office of Technology Services: \$3,651,540.00

Budget Classification No.:	0220-464-000-7536-5410	\$2,540,319.00	FY05
	0220-464-000-7536-5410	\$ 881,379.00	FY06
	0220-464-000-7536-5410	\$ 229,842.00	FY07

**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.

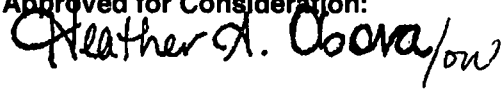
**Conflicts** – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of or the letting of contracts to, former Board members during the one-year period following expiration or other termination of their 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.

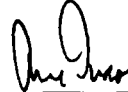
**Contingent Liability** – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

**Approved for Consideration:**



Heather A. Obora *B.H.*  
Chief Purchasing Officer

**Approved:**

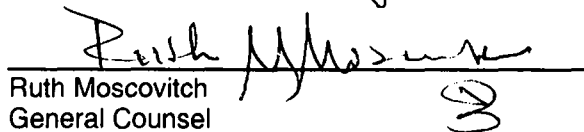


Arne Duncan  
Chief Executive Officer

**Within Appropriation:**

  
John Maiorca  
Chief Financial Officer

**Approved as to Legal Form:**

  
Ruth Moscovitch  
General Counsel