

**AMEND BOARD REPORT 04-0128-PR11**  
**APPROVE ENTERING INTO AN AGREEMENT WITH SIFT CONSULTING**  
**FOR CONSULTING SERVICES**

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

Approve entering into an agreement with Sift Consulting to provide consulting services for the Office of Technology Services ("OTS") at a cost not to exceed ~~\$149,760.00~~ \$175,760.00. Consultant was selected on a non-competitive basis because of its experience in the development of tailored Student Information Systems replacement program. A written agreement 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.

This amendment is necessary to increase the dollar amount of the Contract by \$26,000.00 to provide communication consulting services for the Specialized Services Management System Project. A written amendment to the Contract is currently being negotiated. No payment for these additional services shall be made prior to the execution of the written amendment. The authority granted in this amended Board Report shall automatically rescind in the event a written amendment is not executed within ninety (90) days of the date of this amended Board Report.

**Specification No.:** 03-250284

**CONSULTANT:** Sift Consulting  
 1430 W. Elmdale, 3  
 Chicago, Illinois 60660  
 Contact: Leah Weyandt  
 Telephone No.: (773) 383-62544  
 Vendor No.: 21567

**USER:** Office of Technology Services  
 125 South Clark Street  
 Chicago, Illinois 60603  
 Contact: Robert W. Runcie, Chief Information Officer  
 Gretchen Slusser, SIS Program Manager  
 Telephone No. 773-553-1300

**TERM:** The term of this agreement shall commence on January 29, 2004 and shall end January 28, 2005.

**SCOPE OF SERVICES:** Consultant will:

- Identify communication priorities, objectives, and strategies of the Student Information System
- Outline, organize, and craft key messages for events, activities, timelines, schedules, and milestones
- Define and record communications activities, including information related to audiences timing, vehicles, and desired outcomes
- Create and distribute feedback mechanisms for major stakeholders, including surveys, analyses, meetings, and small group session
- Identify communication priorities, objectives, and strategies of the Specialized Services Management and Curriculum and Instructional Management System

**DELIVERABLES:** Consultant shall provide the following deliverables:

- Manage, direct and create key messages for distribution to appropriate audiences
- Tailor communication objectives to targeted audiences
- Gather feedback mechanisms

- Coordinate efforts around the planning and implementation of the District-wide IMPACT Kick-off Meeting

**OUTCOMES:** Consultant's services will result in an effective communication plan including a wide variety of mediums, with regards to the implementation of a new Student Information System.

**COMPENSATION:** Consultant shall be paid as follows: the hourly rate of \$72.00, not to exceed the sum of ~~\$149,760.00~~ \$175,760.00.

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in the agreement. Authorize the President and Secretary to execute the agreement. Authorize the Chief Information 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 *partial* 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.

The vendor has, however, identified and scheduled the following firms and percentages

Total 100% WBE:

Sift Consulting	<del>\$149,760.00</del> <u>\$175,760.00</u>
1430 W. Elmdale, 3	Applied for certification 9/4/03
Chicago., Illinois 60660	

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

**FINANCIAL:** Charge to the Office of Technology Services:  $\$149,760.00 + \$26,000.00 = \$175,760.00$

Budget Classification No.: 0960-410-000-7536-5410	\$81,120.00	FY '04
<del>0960-410-000-7536-5410</del>	<del>\$68,640.00</del>	<del>FY '05</del>
<del>0960-458-000-7536-5410</del>	<del>\$68,640.00</del>	<del>FY 04 P.O.#819900</del>
<del>0220-464-000-7536-5410</del>	<del>\$26,000.00</del>	<del>FY 05</del>

**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.

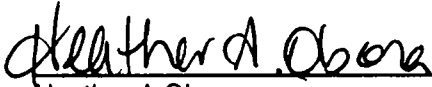
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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

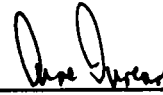
Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

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:**


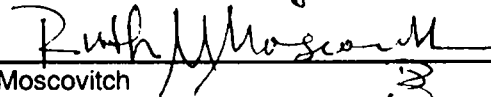
  
\_\_\_\_\_  
Heather A. Obora  
Chief Purchasing Officer

**Approved:**

  
\_\_\_\_\_  
Arne Duncan  
Chief Executive Officer

**Within Appropriation:**

  
\_\_\_\_\_  
John Maiorca  
Chief Financial Officer

**Approved as to Legal Form:**   
  
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Ruth Moscovitch  
General Counsel 