

**APPROVE ENTERING INTO AGREEMENTS WITH VARIOUS AGENCIES FOR COURT REPORTING SERVICES**

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

Approve entering into master agreements with various agencies to provide court reporting services to the Office of Specialized Services at a cost not to exceed \$125,000.00 in the aggregate for the initial term. The agencies were selected on a competitive basis pursuant to Board Rule 5-4.1. Written agreements for agencies' services are currently being negotiated. No services shall be provided by any agency and no payment shall be made to any agency prior to the execution of such agency's written agreement. The authority granted herein shall automatically rescind as to each agency in the event their written agreement is not executed within 90 days of the date of this Board Report. Information pertinent to these agreements is stated below.

**USER:**

Office of Specialized Services  
125 South Clark Street 8th Floor  
Chicago, IL 60603  
Cynthia Hansen  
773-553-1800

**TERM:**

The term of each agreement shall commence on June 1, 2009 and shall end June 30, 2011. The agreements shall have one (1) option to renew for a period of twenty-four (24) months.

**EARLY TERMINATION RIGHT:**

The Board shall have the right to terminate this agreement with 30 days written notice.

**SCOPE OF SERVICES:**

Pursuant to 105 ILCS 5/14-8.02a, the Board must "...obtain a written or electronic verbatim record of the proceedings within 30 days of receipt of a written request from the parents by the school district." The agencies shall provide the court reporting services to accurately record verbal testimony given at due process hearing, pre-hearing conferences and depositions. The agencies will be selected to provide services based upon the following: (1) availability to render services with short notice; (2) timeliness of court reporters at the hearings; and (3) timeliness and accuracy of transcript preparations.

**DELIVERABLES:**

Consultants will deliver copies of transcripts upon request.

**OUTCOMES:**

The services provided by the agencies will result in accurate recording of verbal testimony.

**COMPENSATION:**

The agencies shall be paid the hourly rates and transcript fees as outlined in each agency's Master Agreement; total not to exceed \$125,000.00 in the aggregate for the initial term.

**REIMBURSABLE EXPENSES:**

The agencies shall be reimbursed for the following expenses: none.

**AUTHORIZATION:**

Authorize the General Counsel to include other relevant terms and conditions in the written agreements. Authorize the President and Secretary to execute the agreements. Authorize the Chief Specialized Services Officer to execute all ancillary documents required to administer or effectuate the agreements.

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Program for Minority and Women Owned Business Enterprise in Goods and Services Contracts, the aggregate compliance method will be utilized. Thus, contracts for subsequent vendors from the pool created by this contract will be subject to compliance review on a contract-by-contract basis.

Aggregated compliance of the vendors in the pool will be reported on a monthly basis and will adhere to the required M/WBE goals of 25% MBE and 5% WBE.

The following companies are Minority and Women Owned Businesses:

**WBE:**

Toomey Reporting  
33 N. Dearborn, Suite 1506  
Chicago, IL 60602

Sullivan Reporting Co.  
2 N. LaSalle St. Ste 1615  
Chicago, IL 60602

**MBE:**

McGee Court Reporting Services  
79 W. Monroe, Ste 1011  
Chicago, IL 60603

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Charge to the Office of Specialized Services: \$125,000

11610-115-54125-233005-000000-2010 \$125,000.00

**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.

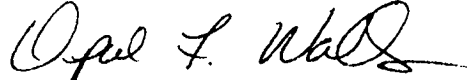
Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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

Indebtedness - The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics - The Board's Ethics Code adopted June 23, 2004 (04-0623-PO4), 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:**



**Opal L. Walls**  
**Chief Purchasing Officer**

Within Appropriation:



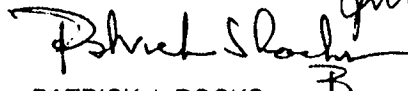
**PEDRO MARTINEZ**  
**Chief Financial Officer**

**Approved:**



**Ron Huberman**  
**Chief Executive Officer**

Approved as to Legal Form:



**PATRICK J. ROCKS**  
**General Counsel**

1)  
McCorkle Court Reporters  
200 North LaSalle Street  
Chicago, IL 60601  
Sharon Buidosik  
312-263-0052

Vendor # 15905

2)  
Mcgee Court Reporting Services  
79 West Monroe., Ste 1011  
Chicago, IL 60603  
Izetta White-Mcgee  
312-263-2881

Vendor # 30515

3)  
Sonntag Reporting Service, Ltd  
248 West River Drive  
St. Charles, IL 60174  
Glenn L. Sonntag  
630-232-0262

Vendor # 59516

4)  
Sullivan Reporting Company  
Two N. LaSalle St., Suite 1615  
Chicago, IL 60602  
Kathleen Monterastelli  
312-782-4705

Vendor # 15296

5)  
Toomey Reporting  
33 North Dearborn Street. Ste 1506  
Chicago, IL 60602  
Sandy Toomey  
312-853-0648

Vendor # 31922