

**APPROVE EXERCISING THE FIRST OPTION TO RENEW THE AGREEMENT WITH PUBLIC SAFETY SOLUTIONS INC. FOR EARLY DEFIBRILLATION PROGRAM MANAGEMENT SERVICES**

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

Approve exercising the first option to renew the agreement with Public Safety Solutions Inc. to provide consulting service to the Department of Human Resources, Bureau of Compensation and Benefits Management at a cost for the option period not to exceed \$375,000.00. A written document exercising this option is currently being negotiated. No payment shall be made to Consultant during the option 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 90 days of the date of this Board Report. Information pertinent to this option is stated below.

**VENDOR:**

1)  
Public Safety Solutions, Inc  
6645 N. Avondale., Ste 5  
Chicago, IL 60631  
Sherry Caffrey  
773-631-8005

Vendor # 11145

**USER:**

Office of Human Resources  
125 S Clark St - 2nd Floor  
Chicago, IL 60603  
Dale Moyer, Director  
773-553-2818

**ORIGINAL AGREEMENT:**

The original Agreement (authorized by Board Report 06-0726-PR24) in the amount of \$728,000.00 is for a term commencing August 1, 2006 and ending July 31, 2009, with the Board having (2) two options to renew for 12 months each. The original agreement was awarded on a competitive basis pursuant to Board Rule 5-4.1. Under a separate Board Report to be presented concurrently herewith, Board Report 06-0726-PR24 is being amended to request an increase in the compensation amount by \$54,000.

**OPTION PERIOD:**

The term of this agreement is being extended for 12 months commencing August 1, 2009 and ending July 31, 2010.

**OPTION PERIODS REMAINING:**

There is one option period for 12 months remaining.

**SCOPE OF SERVICES:**

Consultant shall continue to provide the following services:

**Program Implementation**

Provide consultation services to ensure implementation of a standardized Automated External Defibrillator (AED) program with all CPS schools. Communicate with the Medical Director, AED site contacts, AED response team members (as necessary) and the Emergency Medical Services System (EMSS) regarding the early defibrillation program. Work with Compensation and Benefits Management and other CPS

departments necessary to establish AED response protocols. Identify Early Response Team (ERT) members and site contacts for all CPS schools. Conduct site/need assessments to determine the best location of AEDs. Assure program compliance with CPS AED response protocols, policies and procedures and training. Monitor employees' certification and re-certification to ensure trained personnel in each AED school. Ensure compliance with the state and local regulations regarding AED use. Submit required reports to the State of Illinois Local Emergency Medical Services System (EMSS) detailing the location of AEDs and ERT members. Review program annually for success and expansion.

### **Training**

Coordinate training activities with CPS AED/CPR staff trainers that meet all necessary requirements. Insure AED training is conducted by trainers with the qualifications necessary to instruct individuals to be effective AED trainers and users. Maintain system (database or other) of school site contacts and individual trainee records and provide various reports to CPS regarding number of trained personnel, inventory of AEDs, parts, etc. Monitor employee certification and re-certification by schools to ensure there are appropriately trained personnel at each AED location at all times.

### **Record Keeping and Reporting**

Maintain records and provide monthly reporting of program activities. Provide a tracking system to track location, serial number, AED accessories, expiration dates, warranties, and trained personnel. Monitor incident reporting.

### **Assembly and Installation**

Coordinate assembly of all AED packages and components and inspect and program the AEDs for use. Place the unit(s) into service at each school. Coordinate with building principal/designee for the installation of cabinets to be installed by building engineer and review of maintenance requirements.

### **Inventory Management**

Track the location, serial number accessory expiration dates of every AED unit owned by CPS into a developed tracking system. Monitor battery and defibrillation pad shelf life and replace as recommended by manufacturer (every five (5) years for battery, every two (2) years for pads) or as needed based on expiration date. Batteries and pads must be replaced before their expiration dates. Make equipment replenishment recommendation in writing to CPS on a schedule that coincides with budget preparation and to insure delivery of supplies in a timely manner. Maintain records and provide reports by AED serial number, location, and trained personnel. Manage the warranties of the AEDs, including notification requirements, warranty time lines and arrangements for return of defective products.

### **Inspection and Equipment Maintenance**

Conduct biannual (twice yearly) on-site inspection of all AEDs. Communicate maintenance requirements to site contacts for monthly on-site inspection of AED units to confirm any missing accessories, tampering or uses or any instances are reported. Respond to schools within twenty-four (24) hours of notification regarding equipment failure or malfunction and replace equipment or parts as necessary. Submit reports to the State of Illinois Local Emergency Medical Services System (EMSS) detailing the location of all AEDs.

### **DELIVERABLES:**

Consultant will continue to maintain a comprehensive training and quality management program in all areas of the program such as unit purchase, programmatic consultation/management, training, medical oversight, incident reporting, assembly and installation of AED units, inventory management, record keeping and reporting, inspections and equipment maintenance in CPS facilities.

**OUTCOMES:**

Consultant will ensure that CPS remains in compliance with rules set forth by the Illinois Department of Public Health and the Automated External Defibrillator (AED) code; 2Ill. Adm. Code 1125, and continue to have appropriate AED coverage, trained personnel and a continuing certification program.

**COMPENSATION:**

Consultant shall be paid during this option period as follows: monthly as invoiced, in accordance with the rates set forth in the contract; total for the option period not to exceed \$375,000.000.

**AUTHORIZATION:**

Authorize the General Counsel to include other relevant terms and conditions in the written option document. Authorize the President and Secretary to execute the option document. Authorize the Chief Human Resources Officer to execute all ancillary documents required to administer or effectuate this option agreement.

**AFFIRMATIVE ACTION:**

The M/WBE goals for this contract include: 26% total MBE and 5% total WBE. However, the Office of Business Diversity recommends that a partial waiver of the MBE participation goal for this contract as required by the Remedial Program be granted because the vendor has agreed to demonstrate a good faith effort by hiring a CPS intern for the Summer.

The Vendor has identified the following firms:

**Total WBE - 100%**

Public Safety Solutions  
6645 N. Oliphant, Suite 1  
Chicago, IL 60631  
Contact: Sherry Caffrey-Villari

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Charge to the Department of Human Resources: \$375,000  
Source of Funds: Worker's and Unemployment Comp Fund/Tort.

12470-210-54105-253007-000000-2010	\$343,000.00
12470-210-54105-253007-000000-2011	\$32,000.00

**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.

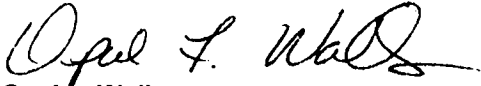
Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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

**Approved:**



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

Within Appropriation:



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

Approved as to Legal Form:



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