

**APPROVE EXERCISING THE FIRST OPTION TO RENEW THE AGREEMENT WITH KNOW-HOW,  
LTD.FOR SOFTWARE DEVELOPMENT AND MAINTENANCE SERVICES**

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

Approve exercising the first option to renew the agreement with Know-How, LTD. to provide software development and maintenance services to Information and Technology Services at a cost for the option period not to exceed \$150,000.00. 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.

Contract Administrator : Walls, Miss Opal Lynette / 773-553-2250  
CPOR Number : 10-0920-CPOR-1332

**VENDOR:**

- 1) Vendor # 29291  
KNOW-HOW LTD.  
8020 LOCKWOOD  
SKOKIE, IL 60077  
Howard Minsky  
847-676-8629

**USER INFORMATION :**

Contact:  
12510 - Information & Technology Services  
125 South Clark Street - 3rd Floor  
Chicago, IL 60603  
Stevens, Miss Arshele C  
773-553-1300

Project  
Manager: 12510 - Information & Technology Services  
125 South Clark Street - 3rd Floor  
Chicago, IL 60603  
Clark, Mr. William Jeremy  
773-553-1300

**ORIGINAL AGREEMENT**

The original Agreement (authorized by Board Report #10-1027-PR11) in the amount of \$99,000.00 was for a term commencing on the date signed by the Board and ending June 30, 2011, with the Board having two options to renew for one year terms. The original agreement was awarded on a competitive basis

pursuant to Board Rule 7-2.

**OPTION PERIOD**

The term of this agreement is being extended for one year commencing July 1, 2011 and ending June 30, 2012.

**OPTION PERIODS REMAINING**

There is one option period for one year remaining.

**SCOPE OF SERVICES**

Know-How, LTD. will continue to provide Unisys-based application programming support to the Board. Know-How, LTD. will continue to provide maintenance, enhancement and modifications to the following Legacy applications within the Student Information Residuals (SIR) system including, but not limited to, interfaces from/to SIR for use with student transportation, student absentee and mass out calling, and space utilization.

Know-How, LTD. shall document the legacy systems in preparation for re-development on another platform and document and prepare for the migration of the data in legacy systems to updated platforms. Know-How, LTD. will continue to provide knowledge transfer to the Student Information Residuals (SIR) team.

**DELIVERABLES**

Know-How, LTD. will continue to provide support, maintenance and development of SIR applications using Unisys BIS for Windows, Unisys CoolICE, THML and JavaScript; Support for the annual elementary school Space Utilization Survey in SIR; Support for the annual Student Enrollment Projection Survey in SIR; Support for the Bureau of Student Transportation (BST) to ensure proper processing of student transportation requests; Support for the CPS district Automated Phone Call process Ad-hoc development needed to satisfy request for legacy data and FOIA request; Migration of legacy SIR data to SQL tables; Mentoring the SIR team in development and trouble-shooting in the Unisys BIS for Windows and CoolICE environments; The implementation of software and technical support for various departments.

**OUTCOMES**

Know-How, LTD. services will result in the following:  
Stable SIR transportation environment containing SY11 edit rules; Manual support of BST including the resolution of student routing issues; Support of the annual Space Utilization Survey; Support of the annual Student Enrollment Projection Survey; Support for the district Out-Calling applications; Processes to extract legacy data to satisfy Central Office; FOIA and other external requests for data; SIR developers mentored on the usage of the Internet Commerce Enabler (CoolICE) feature of BIS; SIR team members cross-trained and cable of supporting the transportation, out-calling, and both annual survey applications; Applications documentation to facilitate the re-development of the SIR transportation, out-calling and both annual survey functions outside of SIR Program; and special functions requested by Central Office created/performed.

**COMPENSATION**

Know-How, LTD. shall be paid as follows: Hourly rate of \$75.00; total for the option period not to exceed the sum of \$150,000.00.

**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 Chief Information Officer to execute all ancillary documents required to administer or effectuate this option agreement.

**AFFIRMATIVE ACTION**

The M/WBE goals for this contract include 35% MBE and 5% WBE. OBD recommends that a full waiver of the M/WBE participation goals for this contract as required by the Remedial Program be granted because it is not further divisible. To demonstrate a good faith effort, Know-How has agreed to sponsor a

CPS student through the Careers and Technical Education internship program.

**LSC REVIEW**

Local School Council approval is not applicable to this report

**FINANCIAL:**

Charge to Information and Technology Services: \$140,000.00

Charge to Office of Student Demographics \$10,000.00

12510-115-54125-009592-000000-2012 \$140,000.00

10715-115-54125-253101-000000-2012 \$10,000.00

**CFDA#:** Not Applicable

**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:

  
TERRY MAZANY  
Chief Executive Officer

Within Appropriation:

  
DIANA S. FERGUSON  
Chief Financial Officer

Approved as to Legal Form:

  
PATRICK J. ROCKS  
General Counsel