

APPROVE PAYMENT TO AJILON PROFESSIONAL STAFFING FOR PROFESSIONAL TEMPORARY SERVICES**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Approve payment to Ajilon Professional Staffing who provided temporary services to the Office of Human Capital in the amount of \$41,000.00 for services rendered from September 1, 2010 through July 31, 2011. These services were rendered without prior Board approval.

VENDOR:

- 1) Vendor # 13692
AJILON PROFESSIONAL STAFFING, LLC
10 S. LASALLE ST., #1310
CHICAGO, IL 60603
Jacquelyn Pate
312-782-7788

USER INFORMATION :

Project
Manager: 11010 - Office of Human Capital

125 S Clark St - 2nd Floor

Chicago, IL 60603

Winckler, Ms. Alicia

773-553-1070

SCOPE OF SERVICES:

Ajilon Professional Staffing LLC, provided temporary staff for customer service and administrative support including; coordinating meeting schedules; updating records in various databases (Access and Peoplesoft), preparing formal letters pursuant to legal hearings; and filed correspondence. The staff also assisted with special projects for the Department of Human Capital.

DELIVERABLES:

Temporary staff provided customer service and administrative support including; coordinating meeting schedules; updating records in various databases (Access and Peoplesoft), preparing formal letters pursuant to legal hearings; and filed correspondence. The staff also assisted with special projects for the Department of Human Capital.

OUTCOMES:

Vendor services will result in: 1). The Office of Human Capital's resource capacity to meet immediate workload fluctuations; 2). Unexpected or temporary demands: including special projects, peak periods, and employee shortage; 3). Tackle critical one-time projects that are limited in time and scope.

COMPENSATION:

Vendor shall be paid upon incoming; total compensation not to exceed \$41,000.00.

AFFIRMATIVE ACTION:

A review of Minority and Women Business Enterprise participation was precluded due to services being rendered prior to Board Approval.

LSC REVIEW:

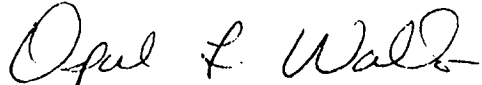
Local School Council approval is not applicable to this report.

FINANCIAL:

Charge to the Office of Human Capital: \$41,000
Budget Classification: 11010-115-54125-252401-000000 \$11,000
Budget Classification: 11070-115-54125-231601-000000 \$30,000
Source of Funds: General Education Fund
Fiscal Year: 2011-2012

CFDA#: Not Applicable

Approved for Consideration:



OPAL L. WALLS
Chief Purchasing Officer

Approved:



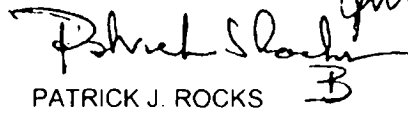
JEAN-CLAUDE BRIZARD
Chief Executive Officer

Within Appropriation:



MELANIE A. SHAKER
Interim Chief Financial Officer

Approved as to Legal Form:



PATRICK J. ROCKS
General Counsel