

**AUTHORIZE A NEW AGREEMENT WITH THE LIBRARY CORPORATION FOR THE PURCHASE OF SOFTWARE LICENSE AND SERVICE**

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

Authorize a new agreement with Library Corporation to provide software license and services to the Department of Literacy: Libraries at an estimated annual cost set forth in the Compensation Section of this report. Vendor was selected on a competitive basis pursuant to Board Rule 7-2. A written agreement for Vendor's services is currently being negotiated. No services shall be provided by Vendor and no payment shall be made to Vendor prior to the execution of their written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 90 days of the date of this Board Report. Information pertinent to this agreement is stated below.

Specification Number : 14-350046

Contract Administrator : Gromadzka, Ms. Justyna / 773-553-2273

**VENDOR:**

- 1) Vendor # 13137  
LIBRARY CORPORATION  
1 RESEARCH PARK  
INWOOD, WV 25428  
Calvin Whittington  
866 467-1844

Ownership: Annette Murphy 56%

**USER INFORMATION :**

Contact:  
10810 - Teaching and Learning Office  
42 West Madison Street  
Chicago, IL 60602  
Gurley, Miss Annette Denise  
773-553-1216

**TERM:**

The term of this agreement shall commence on September 1, 2015 and shall end August 31, 2018. This agreement shall have three (3) options to renew for periods of two (2) years each.

**EARLY TERMINATION RIGHT:**

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

**SCOPE OF SERVICES:**

The Vendor will provide the integrated, centralized library automation system, Library Solution for Schools, including all selected enhancement products and related services. The library automation software will provide a searchable catalog of library collections and to automate administrative tasks such as the circulation of library materials among patrons and the generation of library statistics and reports. The integrated library automation system will include Web-based Online Public Access Catalog,

Cataloging and Authority Control, Circulation, Serials Controls, and Reporting capabilities. In addition to this core functionality, the system will support integrated searching of print and electronic resources and the inclusion of vendor and third-party supplied content such as images of book jackets, book reviews, reading level data, and author information. Should the Board desire to expand the functionality of the system in the future, the system is capable of supporting Inter-Library Loan, Textbook Management, Classroom Library Management, and Materials Booking. The Vendor will provide implementation services including project management and training services.

**DELIVERABLES:**

The Vendor will provide the Library Solution for Schools Software Licenses, implementation and project management services, installation and configuration of servers, end-user training, data conversion and enhancement services, help desk design and deployment, and software technical support, upgrades and maintenance as required by the Board.

**OUTCOMES:**

The integrated library system will result in:

*Effective Teaching/Instructional Materials Integration:* Teachers and librarians can use an integrated library system for a multitude of purposes, from posting reading lists, bibliographies and pathfinders online to creating easy title searches by reading program. Furthermore, library professionals are freed from the time consuming task of manually performing the circulation and cataloging functions of running a library. This change enables them to spend more time working with students and collaborating with teachers.

*Collection Development:* Schools and the Board can use the system to identify collection gaps, determine collection age, and understand resource usage trends, thereby driving better purchase decisions. In addition, librarians can electronically share collection information with other librarians considering similar purchases.

*Library Automation:* An integrated library system will provide benefits on two levels. First, all schools will have a state-of-the-art, fully maintained system. Second, a centralized system will relieve librarians and tech coordinators of the time-consuming administrative tasks associated with independent systems, such as the purchasing of systems and servers, installing upgrades and backing-up data. Again, this is valuable time that can now be spent with students.

*Use of Online Resources:* CPS libraries currently invest \$155,000 of grant funds annually in online subscription databases (e.g., Gale/Cengage, Encyclopedia Britannica). An integrated library system will increase the use of these databases, as they can be included in a variety of searches, thereby dramatically expanding the quantity and quality of resources that students use.

*Coordination of Library Technology with other technology in the school:* The centralized system will interface with other district-wide and school databases, such as the Board's student information system, IMPACT. Furthermore, students and educators will be able to access the library from all school classrooms with an internet connection, transforming a basic computer into a virtual extension of the library.

*Grant Applications and Implementation:* Most library grant applications require detailed information about library collections and trends. Furthermore, the ability to be accountable for specific goals is a major driver of success in attaining grants. Without library automation, even basic questions such as "number of books in collection" or "percent increase in circulation" are nearly impossible to answer without a manual count. A centralized system will allow both schools and district to instantly address these questions with pre-developed reports.

*Coordination of school and public library resources and services:* A centralized system is a prerequisite for coordination among schools and with the public library system, as it enables searching of all schools' and, potentially, the Chicago Public Library's records. In addition, the system can be used to loan resources across the district.

**COMPENSATION:**

Vendor shall be paid as specified in Vendors agreement.  
Estimated annual costs for the three (3) year term are set forth below:  
\$252,648, FY16  
\$252,648, FY17  
\$252,648, FY18

**AUTHORIZATION:**

Authorize the General Counsel to include other relevant terms and conditions in the written agreement.  
Authorize the President and Secretary to execute the agreement. Authorize Chief of Teaching and Learning to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:**

The MBE/WBE goals for this agreement include: 15% total MBE and 5% total WBE participation. However, pursuant to the Remedial Program for Minority and Women Owned Business Enterprise Participation in Goods and Services Contracts, this agreement is excluded from contract compliance review, as it is software based and not further divisible.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 115  
Department of Literacy, Unit 13700  
\$252,648, FY16  
\$252,648, FY17  
\$252,648, FY18  
Not to exceed \$757,944 for the three (3) year term.  
Future year funding is contingent upon budget appropriation and approval.

**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 May 25, 2011 (11-0525-PO2), as amended from time to time, shall be incorporated into and made a part of the agreement.

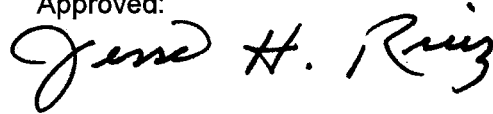
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



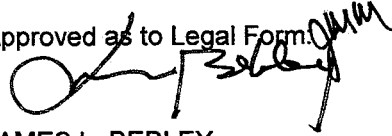
SÉBASTIEN de LONGEAUX  
Chief Procurement Officer

Approved:



JESSE H. RUIZ  
Interim Chief Executive Officer

Approved as to Legal Form:



JAMES L. BEBLEY  
General Counsel