

**AUTHORIZE A NEW AGREEMENT WITH FRONTLINE TECHNOLOGIES GROUP LLC DBA  
FRONTLINE EDUCATION FOR SUBSTITUTE SERVICES PLACEMENT SYSTEM**

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

Authorize a new agreement with Frontline Technologies Group LLC DBA Frontline Education to provide a substitute services placement system to the Talent Office 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 exercising this option 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.

Contract Administrator : Washington, Ms. Nealean T / 773-553-2273  
CPOR Number : 18-0423-CPOR-1930

**VENDOR:**

- 1) Vendor # 18545  
FRONTLINE TECHNOLOGIES GROUP LLC  
DBA FRONTLINE EDUCATION  
1400 ATWATER DRIVE  
MALVERN, PA 19355

Donna Kiwala  
484 328-4207

Ownership: Frontline Technologies Group  
Holding, Llc - 100%

**USER INFORMATION :**

Project  
Manager: 11010 - Talent Office  
  
42 West Madison Street  
  
Chicago, IL 60602  
  
Clair-McClellan, Miss Lauren Marie  
  
773-553-1127

**TERM:**

The term of this agreement shall commence on July 1, 2018 and shall end June 30, 2019. This agreement shall have three (3) options to renew for periods of (one) 1 year each.

**EARLY TERMINATION RIGHT:**

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

**SCOPE OF SERVICES:**

Vendor will provide proper implementation and integration of the automated substitute placement system. The system provides:  
- Increased fill rates- Ease of tracking- Automation with 24 hour access for requests and fills- Integration with current operating system- Delivered reports - Established web presence and toll free number for access - Compliance support resolution

**DELIVERABLES:**

Vendor will provide Process Review and Planning, Data Migration, Configuration, Training, Workshops/Training Materials, Software/Programming and Final Review (test process and make any final configuration changes).

**OUTCOMES:**

Vendor's services will result in personnel accessing placement services via telephone or internet anytime/anywhere which will drive efficiencies for the Substitute Service area. Real time absence data, reporting, and efficient tracking are expected outcomes. This tool will cut costs, provide reporting strategies, improve communication and integrate with our current systems.

**COMPENSATION:**

Vendor shall be paid during this term as specified in their agreement; monthly payments based on a ten (10) month school year, not to exceed the sum of \$160,165.00.

**REIMBURSABLE EXPENSES:**

None

**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 the Chief Talent Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Program for Minority and Women-Owned Business Enterprise Participation in Goods and Services contracts (M/WBE Program), there are no M/WBE goals set for this agreement because this contract is for proprietary software.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 115, Talent Office, Unit 11010  
\$160,165.00 FY19  
Not to exceed \$160,165.00 for the one (1) 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

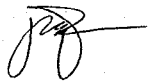
Board members during the one year period following expiration or other termination of their terms of office.

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.

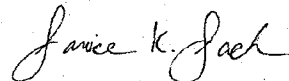
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



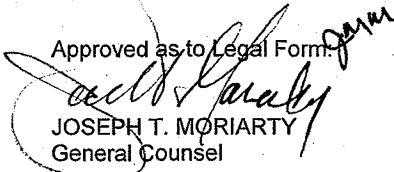
JONATHAN MAPLES  
Chief Procurement Officer

Approved:



JANICE K. JACKSON  
Chief Executive Officer

Approved as to Legal Form



JOSEPH T. MORIARTY  
General Counsel