

March 27, 2019

**AUTHORIZE A NEW AGREEMENT WITH NATIONAL LOUIS UNIVERSITY  
FOR CLASS PROFESSIONAL DEVELOPMENT FOR PRE-K SERVICES****THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Authorize a new agreement with National Louis University to provide CLASS observations for Pre-K services to the Office of Early Childhood Education at an estimated annual cost set forth in the compensation section of this report. Vendor was selected on a non-competitive basis. This item was presented to the Single/Sole Source Committee on February 14, 2019 and approved by the Chief Procurement Officer. Prior to approval as a Single Source, the item was published on the Procurement website on February 11, 2019, found here: [cps.edu/procurement](http://cps.edu/procurement). The item will remain on the Procurement website until the March 27, 2019 Board Meeting. This process complies with the independent consultant's recommendations for sole source procurements and the Board's Single/Sole Source Committee Charter. 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.

Contract Administrator : Wright, Mr. Thaddeus / 773-553-2280

**VENDOR:**

- 1) Vendor # 48030  
NATIONAL LOUIS UNIVERSITY  
122 S. MICHIGAN AVE.  
CHICAGO, IL 60603  
Marty Mickey  
312 261-3154  
Ownership: Not For Profit

**USER INFORMATION :**

Project  
Manager: 11385 - Early Childhood Development - City Wide  
42 West Madison Street  
Chicago, IL 60602  
Kim, Mr. David  
773-553-2010

PM Contact:  
11360 - Early Childhood Development  
42 West Madison Street  
Chicago, IL 60602  
Abello, Mr. Michael Christian  
773-553-2010

**TERM:**

The term of this agreement shall commence on April 1, 2019 and shall June 30, 2020. This agreement shall have two (2) options to renew for periods of twelve (12) months each.

**EARLY TERMINATION RIGHT:**

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

**SCOPE OF SERVICES:**

In 2012, the City and CPS identified the CLASS observation tool as the instrument to measure classroom quality within all early childhood classrooms across the city of Chicago. Beginning SY18-19, both organizations will contract with National Louis University to conduct classroom observations utilizing the CLASS tool which was previously performed by independent consultants. All classroom observation results will be held within the myTeachstone database platform. myTeachstone is currently being used by the City to manage CLASS data on Head Start funded classrooms. Additionally, National Louis University will conduct CLASS assessments for State funded preschool classrooms overseen by the City and CPS (federally funded preschool classrooms within CPS will be covered under the City contract with National Louis University). National Louis University will project manage the assessment process & cycle; be responsible for professional development of assessors on the myTeachstone platform; and provide foundational and interrater reliability training on the dimensions and domains of the CLASS tool to the assessment team.

**DELIVERABLES:**

Data obtained through the use of assessment tools will be consistent and reliable. Observational data on classroom quality will be collected from each assigned age group in community based organizations or classrooms in CPS classrooms. Qualitative and quantitative Data will be entered in myTeachstone to facilitate quality support. Quantitative Data will be entered in Branagh Data Information System to generate site-based facility reports that support participation in ExceleRate Illinois QRIS. The Director of Quality Assessment and the Quality Assessment Manager will communicate with CBO/CPS/DFSS stakeholders to determine the number and type of assessments to be completed. National Louis University will connect with centers/schools via email to schedule an assessment window and exchange needed pre-assessment/post-assessment information.

**OUTCOMES:**

Vendor's services will result in the CLASS data being used to support teacher's instructional practice within the classroom, therefore improving the student outcomes.

**COMPENSATION:**

Vendor shall be paid as follows: Equal monthly payments.  
Estimated annual costs for the fifteen (15) month term are set forth below:

FY19: \$266,666.00  
FY20: \$1,066,666.00

**REIMBURSABLE EXPENSES:**

Vendor shall be reimbursed for the following 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 Officer of Early Childhood Education 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), this contract is exempt as this agreement is for a not-for-profit organization.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 362, Office of Early Childhood Education, Unit 11385

\$266,666, FY19

\$1,066,666, FY20

Not to exceed \$1,333,333 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.

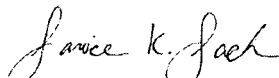
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



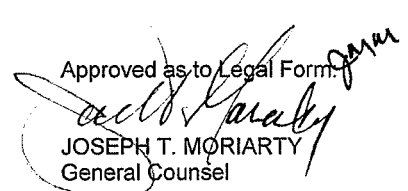
JONATHAN MAPLES  
Chief Procurement Officer

Approved:



JANICE K. JACKSON  
Chief Executive Officer

Approved as to Legal Form



JOSEPH T. MORIARTY  
General Counsel