

August 26, 2020

**AUTHORIZE THE FIRST RENEWAL AND AMEND AGREEMENT WITH THORSEN CONSULTING, INC.  
FOR DEVELOPMENT AND HOSTING OF THE GOCPs WAITLIST/OFFER MODULE**

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

Authorize the first renewal and amend the agreement with Thorsen Consulting, Inc. for the development and hosting of GoCPS Waitlist/Offer Module for the Office of Access and Enrollment (OAE) at an estimated annual cost set forth in the Compensation Section of this report. A written document exercising this option and amending the agreement is currently being negotiated. No payment shall be made to Thorsen Consulting, Inc. during the option period prior to 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.

This August 2020 amendment is necessary in order to increase the not-to-exceed amount for the original Agreement from \$213,875 to \$250,000 to prepare the GoCPS system for the receipt applications.

Specification Number : 19-1120-Cpor-7411

Contract Administrator : Banks, Ms. Jasmine / 773-553-2280

**VENDOR:**

- 1) Vendor # 51461  
THORSEN CONSULTING, INC.  
436 Grove Court  
Batavia, IL 60510

Molly Connolly  
630 454-4100

Ownership: For Profit - Molly Connolly - 100%

**USER INFORMATION :**

Project  
Manager: 11201 - Access and Enrollment  
42 West Madison Street  
Chicago, IL 60602  
Huntley, Ms. Tyeise A  
773-553-3546

PM Contact:  
12120 - Office Of Portfolio Management  
42 West Madison Street  
Chicago, IL 60602  
Howell, Mr. Bing

**ORIGINAL AGREEMENT:**

The original Agreement (authorized by Board Report #19-1211-PR1) in the amount of \$213,875 is for a term commencing January 26, 2020 and ending January 25, 2021, with the Board having two (2) options to renew for one year term each. The original agreement was awarded on a competitive basis pursuant to Board Rule 7-3.

**OPTION PERIOD:**

The term of this agreement is being renewed for one year commencing January 26, 2021 and ending January 25, 2022.

**OPTION PERIODS REMAINING:**

There is one (1) remaining option period for one (1) year remaining.

**SCOPE OF SERVICES:**

Vendor will provide the services listed below:

1. GoCPS Waitlist/offer module website enhancements.
2. Data export process from new Aspen Student Information System
3. Selection data/process set-up, support, and quality assurance.

**DELIVERABLES:**

Vendor will continue to enable OAE to process selections and provide offers for Choice High Schools, Choice Elementary Schools, Selective Enrollment High Schools, Selective Enrollment Elementary Schools. Vendor will also deliver language changes and administrator console enhancements to the GoCPS Waitlist/offer module website.

**OUTCOMES:**

Vendor's services will continue to result in parents, school administrators, and CPS Central Office administrators having the ability to issue and manage offers to various school-based programs managed by CPS.

**COMPENSATION:**

Vendor shall be paid during this option period as follows: Estimated annual costs for this option period are set forth below:

\$104,250, FY21

\$145,750, FY22

Not to exceed \$250,000 for the one year term.

The original term has increased from \$213,875 to \$250,000.

~~\$204,375~~ \$200,000, FY20

~~\$9,500~~ \$50,000, FY21

The not-to-exceed amount for the original Agreement from \$213,875 to \$250,000.

**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 Portfolio Officer to execute all ancillary documents required to administer or effectuate this option 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 in full compliance with the Business Diversity goals of 30% MBE and 7% WBE as the Prime vendor is 100% WBE.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Vendor shall be paid during this option period as follows:

Unit 11201, Office of Access and Enrollment

Fund 115

\$104,250, FY21

\$145,750, FY22

Not to exceed \$250,000 for the one year term.

Future year funding is contingent upon budget approval and appropriation.

The not-to-exceed amount for the original Agreement term increased from \$213,875 to \$250,000.

\$204,375 \$200,000, FY20

\$9,500 \$50,000, FY21

**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.

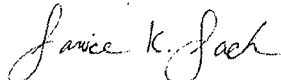
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



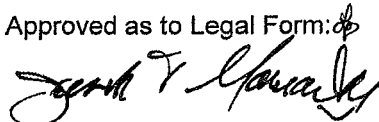
JONATHAN MAPLES  
Chief Procurement Officer

Approved:



JANICE K. JACKSON  
Chief Executive Officer

Approved as to Legal Form:



JOSEPH T. MORIARTY  
General Counsel