

**AUTHORIZE PAYMENT OF SEMINAR FEES TO THE
ILLINOIS ASSOCIATION OF PUBLIC PROCUREMENT OFFICIALS FOR TRAINING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize payment of Seminar Fees to the Illinois Association of Public Procurement Officials (IAPPO) to provide training services to the Department of Procurement and Contracts at a cost not to exceed \$23,000. Vendor was selected on a non-competitive because its parent association, the National Institute of Governmental Purchasing (NIGP), is the only association that offers the courses for public purchasing buyer certification. No written agreement is required for this matter. Information pertinent to this matter is stated below.

SPECIFICATION NO.: 01-250124

VENDOR: Illinois Association of Public Procurement Officials
901 Wellington
Elk Grove, Illinois 60007
Contact Person: Judith Puhlman
(847) 357-4092
Vendor #10733

USER: Department of Procurement and Contracts
125 South Clark Street-10th Floor
Chicago, Illinois 60603
Contact Person: Kimberly Sangster
(773) 553-2258

TERM: The term of this authorization shall be in effect for a one-year period commencing July 1, 2001 to June 30, 2002.

SCOPE OF SERVICES: The IAPPO will provide the Contract Administrators in the Department of Procurement and Contracts courses on professional procurement principles necessary for procurement certification by the NIGP. These courses will educate the Contract Administrators on general purchasing principles, improve consistency in procedures and information, and bring additional credibility and professionalism to the department's Contract Administrators.

DELIVERABLES: IAPPO will provide a qualified NIGP certified instructor(s) to teach two (2) courses: General Public Procurement and Intermediate Public Procurement for fifteen (15) persons at a location designated by Chicago Public Schools. These courses are required for Certified Public Purchasing Buyer (CPPB) certification. An instructor will also be provided to offer a Test Review Session to prepare for the CPPB examination.

OUTCOMES: Contract Administrators will be instructed on general public procurement principles, a requirement established by the NIGP for CPPB certification and will be well prepared to take the CPPB certification examination.

COMPENSATION: Consultant shall be paid per session pursuant to its published seminar fee schedule for three-day, two day and one-day seminars; not to exceed the total sum of \$23,000.

REIMBURSABLE EXPENSES: Consultant shall be reimbursed for the following expenses: Travel expenses to the training site; accommodations and meals for the instructors, if necessary. The total compensation amount reflected herein is inclusive of all reimbursable expenses.

AFFIRMATIVE ACTION: Vendor agrees to comply with and be bound by the provisions of the Revised Remedial Plan for Minority and Women Business Enterprise Economic Participation (M/WBE Plan).

LSC REVIEW: Local School Council approval is not applicable to this report.

FINANCIAL: Charge to: Procurement & Contracts \$23,000 Fiscal Year: 2001
Budget Classification: 0240-210-000-1631-5410

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 July 26, 1995 (95-0726-EX3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), 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:


Natalye Paquin
Chief Purchasing Officer

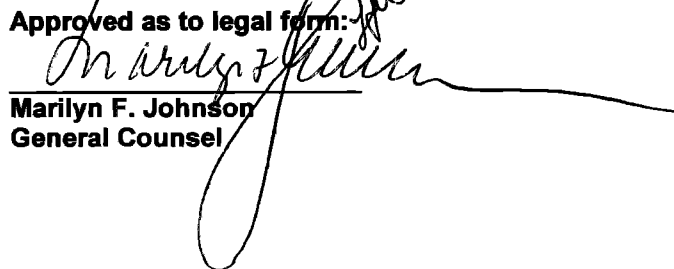
Approved:


Paul G. Vallas
Chief Executive Officer

Within Appropriation:


Kenneth C. Gotsch
Chief Fiscal Officer

Approved as to legal form:


Marilyn F. Johnson
General Counsel