

June 27, 2001

**APPROVE ENTERING INTO AN AGREEMENT WITH DOUGLAS GILLS & ASSOCIATES
FOR CONSULTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve entering into an agreement with Douglas Gills to provide consulting services to School and Community Relations at a cost not to exceed \$39,000. Consultant was selected on a non-competitive basis because he provides the type of community organizing skills required by the Communities In The Know Program, an initiative of the Wallace-Reader's Digest Funds as adopted at the April 25, 2001 Board Meeting #01-0425-ED6. A written agreement for Consultant's services is currently being negotiated. No services shall be provided by Consultant and no payment shall be made to Consultant prior to the execution of the written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 60 days of the date of this Board Report. Information pertinent to this agreement is stated below.

CONSULTANT: Douglas Gills & Associates
Douglas Gills
5044 S. Drexel Blvd, #1B
(773) 268-8494
Vendor #25687

USER: School & Community Relations
125 S. Clark St., 5th fl.
Maxine Gardner
(773) 553-1403

TERM: The term of this agreement shall commence on the date agreement is signed and shall end 3 months thereafter. This agreement shall have no option to renew.

EARLY TERMINATION RIGHT: By the Board upon 30-days written notice.

PROGRAM DESCRIPTION: The program is designed to engage community partners in the Austin and Pilsen neighborhoods to plan an initiative that improves the opportunities for families to engage in and support informal learning for their children and advances learning as a core community value. The partners along with Chicago Public Schools are: South Austin Coalition Community Council (SACCC); Por Un Barrio Mejor; Austin Peoples Action Council (APAC); Northwest Austin Council (NAC); United Neighborhood Organization (UNO); Westside Ministers Coalition; Mayor's Office; United Way, St. Pius V Parish; Con. Danny K. Davis; Duke Ellington School; Oscar De Priest School; Emmett School; Spencer School; Orozco Community Academy; Pilsen Community Academy; and Ambrose Plamondon.

SCOPE OF SERVICES: Douglas Gills will act as the Community Planner and be responsible for the coordination of all public input planning activities, collection of data, analysis and writing of the actual Community Learning Plan. Consultant will interview 10 teachers, 10 parents, 10 community leaders and 20 students in each community during the first month of the agreement term; complete two focus groups and two community roundtables in each community by the end of the first month of the agreement term; form a community learning coalition in each community to guide implementation of the plan by the end of the third month of the term of the agreement.

DELIVERABLES: Consultant shall submit Community Learning Plan that details key elements of Austin and Pilsen Community learning plans, including roles and responsibilities of partner organizations and program and marketing approaches by the end of the third month of the term of the agreement.

OUTCOMES: Consultant's work will result in production of a Community Learning Plan to be submitted as part of a separate grant proposal to Wallace-Reader's Digest Funds.

COMPENSATION: Consultant shall be paid as follows: In three equal payments of \$13,000 each, the first due upon execution of the agreement; the second due 30 days later; and the final payment due upon delivery of the Community Learning Plan.

REIMBURSABLE EXPENSES: The total compensation amount reflected herein is inclusive of all reimbursable expenses.

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.

AFFIRMATIVE ACTION: M/WBE participation for Independent Contractors is determined on an aggregated basis and reported in the M/WBE Monthly Report. M/WBE participation: 100% Black, 0% Hispanic, 0% Asian, 0% WBE, 0% Non-Minority.

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

FINANCIAL: Charge to School & Community Relations: \$39,000 Fiscal Year: 2001
Budget Classification: 0130-280-432-1460-5410 Source of Funds: Wallace-Reader's Digest Funds

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