

June 27, 2001

**APPROVE ENTERING INTO AN AGREEMENT WITH ADVANCE ELECTRONIC INSTRUMENTS, INC.,
D/B/A STRATUS CONSULTING GROUP
FOR CONSULTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve entering into an agreement with Advance Electronic Instruments, Inc. d/b/a Stratus Consulting Group to provide consulting services to the Office of Specialized Services at a cost not to exceed \$60,000.00. Consultant was selected on a non-competitive basis based upon their expertise and specialization in the area of reengineering business processes, systems development, and outsourcing activities. A written agreement for Consultant's services is currently being negotiated. 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: Advance Electronic Instruments, Inc. d/b/a
Stratus Consulting Group
300 W. Washington St. Suite 1314
Chicago, Illinois 60606
Attn.: Manuel Rivera
847/308-1938
FAX: 773/293-1747
Vendor #: 30884

USER: Office of Specialized Services
125 S. Clark Street – 8th Floor
Robert Stevens
773/553-3400

TERM: The term of this agreement shall commence on June 27, 2001 and shall end six months thereafter.

EARLY TERMINATION RIGHT: 30 days written notice by either party

SCOPE OF SERVICES: Consultant shall provide process management and information systems consulting services aimed at identifying user and technology requirements for a proposed Request for Proposal (RFP) that is being developed to solicit consultants that can support the development of an Electronic Information System (EIS) and Individualized Education Plan (IEP) Document and Reporting system.

DELIVERABLES: Consultant shall deliver to the Office of Specialized Services: (1) Weekly status reports; (2) detailed user requirements for the automated system; (3) technology requirements for fully computerizing the business process connected with the accumulation of data surrounding students with disabilities and automating existing forms; (4) system scenarios; and (5) comprehensive set of supporting documents.

OUTCOMES: Consultant's services shall result in the receipt of a set of user requirements that will be used in the composition of an RFP for the development of a comprehensive Special Education Electronic Information System that supports the Office's delivery of services to students that qualify for services as defined by IDEA guidelines and regulations, and incorporates and/or eliminates all forms currently in use for the development of IEPs. The new information system will better integrate the various departments and their interactions allowing for improved response time, tracking, resource management, compliance, reimbursement, and overall management of the service delivery.

COMPENSATION: Consultant shall be paid as follows: hourly rate of \$100.00 not to exceed the sum of

COMPENSATION: Consultant shall be paid as follows: hourly rate of \$100.00 not to exceed the sum of \$60,000.00.

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 Specialized Services Officer to execute all ancillary documents required to administer or effectuate this Agreement.

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 Office of Specialized Services: \$15,000.00 Fiscal Year: 01
Requisition Number: 5016471 \$15,000.00 Fiscal Year: 01

Budget Classification: 0450-220-481-1603-5410 \$30,000.00 Fiscal Year: 02

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