

**APPROVE ENTERING INTO AN AGREEMENT WITH DIVERSIFIED PRODUCTS AND SERVICES  
FOR CONSULTING SERVICES**

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

Approve entering into an Agreement with Diversified Products and Services to provide computer hardware and software testing, training and Help Desk services specific to the Health Services Management Program for the Office of Specialized Services at a cost not to exceed \$50,000.00. Consultant was selected on a non-competitive basis because of a history of quality and completeness of service to the Office of Specialized Services. A written agreement is currently being negotiated. No services shall be provided 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 document is stated below.

**Specification No.: 03-250106**

**Consultant:** Diversified Products and Services  
790 Kylemore Drive  
Des Plaines, Illinois 60016  
Contact Person: Albert Pessah  
(847) 297-0990  
Vendor Number: 23483

**User:** The Office of Specialized Services  
125 South Clark Street, 8<sup>th</sup> Fl.  
Chicago, Illinois 60603  
Contact Person: Ann Herrick  
773-553-3400

**TERM:** The term of this agreement shall commence on the date the agreement is signed and shall end twelve months thereafter.

**EARLY TERMINATION RIGHT:** Thirty days written notice by either party

**SCOPE OF SERVICES:** Consultant will provide to the Office of Specialized Services assistance with the creation of laptop images used by HSMP Medicaid staff, test disk image components, features and compliance with OTS standards; train HSMP Medicaid staff for laptop image maintenance as needed; provide technical consultation for future HSMP technology solutions; perform Help Desk Job Ticket entry and resolution as needed and, assist with various PC-related projects and Conduct hands-on PC user training when needed.

**DELIVERABLES:** Consultant will maintain a monthly log that documents the specific services rendered in a format approved by the Office of Specialized Services.

**OUTCOMES:** Consultant's services will result in the following: decreased user downtime; computer related connectivity projects will be online and functional in much less time than without assistance; end users will acquire knowledge and skills to solve various computer and printer-related problems independently; and a faster resolution to Help Desk issues.

**REIMBURSABLE EXPENSES:** None

**COMPENSATION:** Consultant will be paid at the hourly rate of \$55.00; total compensation not to exceed the sum of \$50,000.00.

**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 any ancillary documents that are necessary to effectuate the agreement.

**AFFIRMATION ACTION:** The vendor for this contract is an independent consultant (100% non-minority).

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

**FINANCIAL:** Charge to the Office of Specialized Services: \$50,000.00  
Budget Classification: 0450-220-383-1606-5410  
Fiscal Year: 2004 Source of Funds: IDEA – 220

**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.

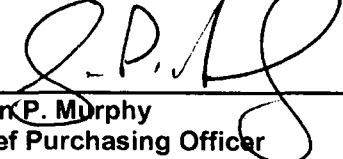
Conflicts-The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment if, or the letting of contracts to former Board members during the one year period following expiration or other termination of their terms of office

Indebtedness- The Board's Indebtedness Policy adopted July 26,1999 (95-0726- EX3) as amended from time to time, shall be incorporated into and made a part of the agreement.

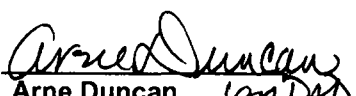
Ethics- The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

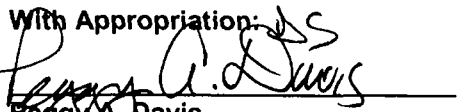
Contingent Liability- The agreement shall contain the clause than any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budgets.

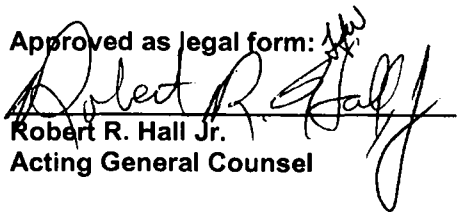
**APPROVED FOR CONSIDERATION:**

  
Sean P. Murphy  
Chief Purchasing Officer

**Approved:**

  
Arne Duncan  
Chief Executive Officer

With Appropriation:   
Peggy A. Davis  
Chief of Staff

Approved as legal form:   
Robert R. Hall Jr.  
Acting General Counsel