

**APPROVE ENTERING INTO AN AGREEMENT WITH GARTNER GROUP FOR  
CONSULTING SERVICES**

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

Approve entering into an agreement with Gartner Group Inc. for consulting services to the Office of Technology Services (OTS) at a cost not to exceed \$246,659.00. Consultant was selected on a non-competitive basis because of its overall knowledge of the Project Portfolio Management (PPM) functions, Information Technology Governance (ITG) and proprietary nature of the research on both areas of business. 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 document is not executed within ninety (90) days of the date of this Board Report. Information pertinent to this agreement is stated below.

**SPECIFICATION NO:** 04-250105

**VENDOR:** Gartner Group, Inc.  
233 S. Wacker Drive  
Chicago, Illinois 60606  
Contact: Ivy I. Anderson  
Telephone No.: (312) 612-6584  
Vendor No. 20861

**USER:** Office of Technology Services  
125 South Clark Street, 3rd Floor  
Chicago, Illinois 60603  
Contact: Robert W. Runcie, Chief Information Officer  
Christopher S. Grant, Deputy CIO/Director EPMO  
Telephone No.: (773) 553-1300

**TERM:** The term of this agreement shall commence August 1, 2004 and shall end July 31, 2005. This agreement shall have two (2) options to renew for a one year period for each option.

**EARLY TERMINATION:** The Board shall have the right to terminate this agreement with thirty (30) days written notice.

**SCOPE OF SERVICES:** The Consultant shall perform the following services:

- Provide consulting services relating to the establishment of an IT Governance Council (ITGC) to include industry best practices, primarily from the research arm of its corporation.
- Review and analyze ITGC documentation, operational processes and member roles definition.
- Define and Pilot IT investment selection.
- Collect and analyze proposed Project information.
- Develop IT investment management framework.
- Pilot IT Governance process on initial project portfolio.
- Expand IT Governance to comprehensive IT Project portfolio.

**DELIVERABLES:** The Consultant shall deliver:

- Pilot of IT Investment management practices selecting new projects, including;
  1. Reviewing
  2. Enhancing and validating the proposed governance processes
  3. Roles and responsibilities
- Education and best practices in IT investment decision making for the IT Governance Council (ITGC)
- Review of emerging project portfolio and recommend IT initiatives to be included in the IT budget
- IT investment criteria
- Documented IT Investment framework, including:
  1. Validated business case process
  2. Enabling forms
  3. Roles and responsibilities.

- Training session for selected CPS persons to develop business case inputs.
- IT Governance education and awareness workshops with CPS ITGC members.
- Initial new project portfolio and supporting documentation.
- Pilot of IT Investment management practices for existing projects, including:
  1. High level review of existing project portfolio
  2. Recommend path forward
- Facilitated workshop with IT Governance Council members regarding existing projects.
- Documented lessons learned integrated into path forward.

**OUTCOMES:** Consultant's services will support the Office of Technology Services, Enterprise Project Management Office (EPMO) in the creation of the CPS IT Governance Council (ITGC) structure, membership, operational procedures and implementation of the CPS IT Project Investment portfolio.

**COMPENSATION:** Consultant shall be paid in accordance with project milestones specifically identified in the written agreement; total compensation not to exceed \$246,659.00.

**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 Information Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:** The M/WBE goals for this contract include: 35% total MBE, total African American, 10% total Hispanic, 2% total Asian and 5% WBE.

However, the Waiver Review Committee recommends that a partial waiver of the Participation goals for this contract as required by the Revised Remedial Plan for Minority and Women Business Enterprise contract Participation (M/WBE Plan) be granted due to this contract being not further divisible.

The vendor has identified and scheduled the following firms and percentages:

**Total 22% MBE:**

Harvest ROA	\$56,000 / 22%
8106 S. Claremont	Certification Expires 4/1/2009
Chicago, Illinois 60620	

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

**FINANCIAL:** Charge to the Office of Technology Services: \$246,659.00  
Budget Classification: 0960-458-000-7536-5410 FY 04

**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.

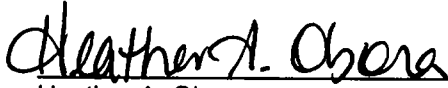
**Conflicts** – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one-year period following expiration or other termination of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

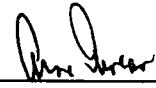
**Ethics** – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

**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:**

  
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Heather A. Obora  
Chief Purchasing Officer


**Approved:**

  
\_\_\_\_\_  
Arne Duncan  
Chief Executive Officer

**Within Appropriation:**

  
\_\_\_\_\_  
John Maiorca  
Chief Fiscal Officer

**Approved as to Legal Form:** 

  
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Ruth Moscovitch  
General Counsel