

**APPROVE EXERCISING THE SECOND OPTION TO RENEW THE AGREEMENT WITH
CAREERS AND EMPLOYMENT SERVICES, LTD
FOR TEMPORARY ADMINISTRATIVE, CLERICAL, LEGAL, AND ACCOUNTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve exercising the second option to renew the agreement with the Careers and Employment Services LTD (Vendor) to provide temporary administrative, clerical, legal, and accounting services to all Board Departments as necessary at a cost for the option period not to exceed \$500,000.00 in the aggregate. A written renewal agreement is currently being negotiated. No payment shall be made to Vendor during this option period prior to the execution of the written renewal agreement. The authority granted herein shall automatically rescind in the event such renewal agreement is not executed within 90 days of the date of this Board Report. Information pertinent to this option to renew is stated below.

Specification No: 03-250086

VENDOR: Careers and Employment Services, Ltd
11302 South Michigan Avenue
Chicago, IL 60628
Contact person: Cynthia Waters
(773) 928-0005
Vendor # 12016

USERS: All Departments of the Board of Education of the City of Chicago
c/o Department of Procurement and Contracts
125 South Clark Street, 10th floor
Chicago, IL 60603
Contact person: Martha Escareno, Contract Administrator
Telephone: (773) 553-2284

ORIGINAL AGREEMENT: The original agreement (authorized by Board Report 03-0723-PR01) in the aggregate amount of \$1,000,000.00 was for a term commencing July 25, 2003 and ending July 24, 2005 with the Board having three (3) options to renew for periods of one (1) year each. The original agreement was awarded on a competitive basis pursuant to Board Rule 5-4.1. The first option to renew the agreement (authorized by the Board Report 05-0727-PR5) in the amount of \$500,000.00 was for a term commencing July 25, 2005 and ending July 24, 2006. The original Board Report authorized agreements with vendor and Chicago Staffing Specialists, Inc. and Kelly Services. The agreement with Kelly Services was not renewed in 2005. The agreement with Chicago Staffing Specialists, Inc will not be renewed now.

OPTION PERIOD: The term of this second option to renew will commence July 25, 2006 and will end July 24, 2007.

OPTION PERIODS REMAINING: There is one option period for a period of one (1) year remaining.

SCOPE OF SERVICES: Vendor will continue to provide, on an as needed basis, qualified individuals to perform a variety of temporary administrative, clerical, legal, and accounting services. In addition, the Vendor will also provide post-open enrollment support to the Department of Risk and Benefits, such as answering phones and filing over 100,000 forms of updated life/health insurance applications.

DELIVERABLES: Vendor will continue to provide the necessary support staff required by various Departments of the Board.

OUTCOMES: Vendor's services will provide effective and quality temporary personnel.

STAFFING REQUIREMENTS: Staffing requirements will vary depending on the needs of the various Departments. The Chief Officer or the designee from each User Department shall have the right to order services telephonically from Vendor.

COMPENSATION: Vendor shall be paid the flat hourly rates indicated below as services are provided and invoiced.

<u>Group A</u>	Careers & Employment Hourly Rates
1. Administrative Assistant	\$12.00.
2. Computer/Data Entry Opera	\$10.30
3. Secretary	\$10.10
4. Receptionist/Switchboard	\$ 9.55
5. File/Office Clerk	\$ 9.50
6. Senior Typist	\$ 9.55
7. Word Processing Operator	\$10.70
<u>Group B</u>	
8. Accounting Clerk	\$ 9.60
9. Accountant	\$19.00
<u>Group C</u>	
10. Legal Administrative Assistant	\$12.70
11. Legal Secretary	\$14.00
12. Paralegal	\$11.20
13. Court File Clerk	\$ 8.00
<u>Group D</u>	
14. Media Specialist	\$17.50
15. Online Specialist	\$22.00

The total compensation shall not exceed \$500,000.00 in the aggregate.

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 Purchasing Officer to execute all ancillary documents required to administer or effectuate the agreement.

AFFIRMATIVE ACTION: This Agreement is in full compliance with the goals required by the Revised Remedial Plan for Minority and Women Business Enterprise Contract Participation (M/WBE Plan). The M/WBE participation goals for the Agreement include: 35% total MBE and 5% total WBE.

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

Total WBE – 100%

Careers and Employment Services, Ltd
11302 South Michigan Avenue
Suite 235
Chicago, Illinois 60628

certified through 11/01/2006

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

FINANCIAL: Charge to Various Departments
Fiscal Year 2006-2007
Sources of Funds: Various

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:

Approved:



Heather A. Obora
Chief Purchasing Officer



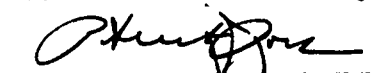
Arne Duncan
Chief Executive Officer

Within Appropriation:



John Maiorca
Chief Financial Officer

Approved as to legal form: 



Patrick J. Rocks
General Counsel