

**APPROVE ENTERING INTO AN AGREEMENT  
WITH ALICIA NARVAEZ FOR CONSULTING SERVICES**

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

Approve entering into an agreement with Alicia Narvaez to provide consulting services to the Office of Early Childhood Education at a cost not to exceed \$121,500. Consultant was selected on a non-competitive basis because of Consultant's former experience as the Virtual Pre-K Director is for the Chicago Public Schools. 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 90 days of the date of this Board Report. Information pertinent to this agreement is stated below.

**CONSULTANT:**

Alicia Narvaez  
11400 Fairway Drive  
Reston, VA 20190  
Telephone No.: 773-680-6094  
Vendor No.: 42482

**USER:**

Office of Early Childhood Education  
125 S. Clark Street, 9<sup>th</sup> Floor  
Chicago, IL 60603  
Contact: Barbara T. Bowman, Chief Officer Early Childhood Education  
Telephone No.: 773-553-1992

**TERM OF AGREEMENT:** The term of this agreement shall commence November 1, 2006 and shall end on October 31, 2007. This agreement shall have one option to renew for a one-year term at the Board's option and with Board approval. The annual renewal cost shall not exceed a 5% increase over the previous years' cost.

**SCOPE OF SERVICES:** Consultant will provide consulting services on matters including, but not limited to, technical and programmatic support of the Virtual Pre-K (VPK) and Virtual K (VK) programs for the Chicago Public Schools and National Partners. Consultant will provide marketing and promotional services for the continued growth and expansion of the Virtual Pre-K Network, with the goal of generating funds to continue program implementation in the Chicago Public Schools. Consultant will coordinate production of program-related materials.

**DELIVERABLES:** Consultant will deliver the following: Four 3-day site visits to Chicago Public Schools, weekly programmatic meetings with CPS VPK/VK Staff via telephone, monthly status reports to the Office of Early Childhood Education, coordination of printed and multimedia materials including quarterly newsletter, 2006-07 VPK/VK Idea Book, Revised Training Manual, VPK Family Child Care Version.

**OUTCOMES:** Consultant services will result in 1) continuation of high quality program support to CPS staff, teachers and parents with developmentally-appropriate, bilingual resources, and 2) expansion of National Network to financially support local program implementation.

**COMPENSATION:** Consultant shall be paid as follows: 3 equal installments (\$40,500) for a total of \$121,500 with the initial payment being made upon contract execution, the second payment on March 1, 2007, and the final installment paid on October 1, 2007.

**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 Early Childhood Education Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:** The M/WBE goals required by the Revised Remedial Plan for Minority and Women Business Enterprise Participation (M/WBE) for this contract are 35% MBE and 5% WBE.

The vendor has identified and committed to the following percentages:

**MBE (Hispanic) 95%**

Alicia Narvaez  
11400 Fairway Drive  
Reston, VA 20190  
(773) 680-6094

**WBE 5%**

Hallagan Office Supply, Inc. (Office Supplies)  
6854 W North Ave.  
Chicago, IL  
(773) 637-0368

The Travel Gallery (Travel Services)  
6645 N Oliphant Ave # A  
Chicago, IL 60631  
(773) 763-6161

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

<b>FINANCIAL:</b> Charge to Office of Early Childhood Education	Fiscal Year: 2007
Budget Classification: 0480-280-432-2067-5410	\$20,355
0952-280-432-2067-5410	\$15,200
0952-210-000-2026-5410	\$85,945

**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 member during the one year period following expiration or other termination of their terms of office.

Indebtedness – The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board's Ethics Code adopted June 23, 2004 (04-0623-PO4), as amended from time to time, shall be incorporated into and made a part of the agreement.

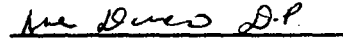
Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



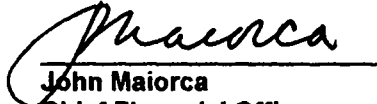
Heather A. Obora  
Chief Purchasing Officer

Approved:



Arne Duncan  
Chief Executive Officer

Within Appropriation:



John Maiorca  
Chief Financial Officer

Approved as to legal form:



Patrick J. Rocks  
General Counsel