

APPROVE EXTENDING THE AGREEMENT WITH RECALL TOTAL INFORMATION MANAGEMENT FOR OFF-SITE DOCUMENT STORAGE

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve extending the agreement with Recall Total Information Management Inc. to provide off-site document storage, related services and supplies to Chicago Public Schools at a cost for the extension period not to exceed \$180,000.00. A written document extending the agreement is currently being negotiated. No payment shall be made to Vendor during the extension period prior to the execution of the written document. The authority granted herein shall automatically rescind in the event a written document is not executed within 90 days of the date of this Board Report. Information pertinent to this extension is stated below.

VENDOR:

1)
Recall-Total Information
4242 W. 42nd Place
Chicago, IL 60632
Teresa Spraggins
-
Vendor # 29577

USER:

Facility Operations & Maintenance
125 South Clark Street 16th Floor
Chicago, IL 60603
Kina White
773-553-1593

ORIGINAL AGREEMENT:

The original Agreement (authorized by Board Report 98-1118-PR6) is for a term commencing November 19, 1998 and ending November 18, 2003, with the Board having five options to extend for additional one year periods. The original agreement was extended (authorized by Board Report 03-1119-PR07) for a term commencing November 19, 2003 and ending November 18, 2004. The agreement was extended (authorized by Board Report 04-1027-PR8) for a term commencing November 19, 2004 and ending November 18, 2005. The agreement was extended (authorized by Board Report 05-1116-PR8) for a term commencing November 19, 2005 and ending November 18, 2006. The agreement was extended (authorized by Board Report 06-1025-PR4) for a term commencing November 19, 2006 and ending November 18, 2007. The agreement was extended (authorized by Board Report 07-1114-PR8) for a term commencing November 19, 2007 and ending November 18, 2008. The original agreement was awarded on a competitive basis pursuant to a duly advertised Bid Solicitation (Specification #99-250105).

OPTION PERIOD:

The term of this agreement is being extended for a period commencing November 19, 2008 and ending February 28, 2009.

OPTION PERIODS REMAINING:

There are no option periods remaining.

SCOPE OF SERVICES:

Vendor shall continue to provide off-site document storage, document pick-up and retrieval services, other associated services, and storage supplies to the Board.

DELIVERABLES:

Vendor shall continue to provide the Board with reports indicating storage activity on a monthly basis or more often, as requested.

OUTCOMES:

Vendor's services shall continue in provide the Board with quality document storage, related services and supplies.

COMPENSATION:

Vendor shall be paid for document storage, related services, and storage supplies at the prices set forth in the extension agreement on a monthly basis; total cost not to exceed \$180,000.00.

AUTHORIZATION:

Authorize the General Counsel to include other relevant terms and conditions in the written extension document. Authorize the President and Secretary to execute the extension document. Authorize Chief Operating Officer to execute all ancillary documents required to administer or effectuate this extension agreement.

AFFIRMATIVE ACTION:

The M/WBE goals for this contract include: 26% total MBE and 5% total WBE participation. However, the Office of Business Diversity recommends that a partial waiver of the M/WBE participation goals for this contract as required by the Remedial Program be granted because the waiver request is fair and reasonable due to the scope of the contract.

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

Total MBE - 26% African American - 26%

Professional Field Solutions, Inc.
3473 S. King Drive
Chicago, Illinois 60616
Contact: Shonda Purnell

LSC REVIEW:

Local School Council approval is not applicable to this report.

FINANCIAL:

Charge to Operations: \$180,000 - FY09
Source of Funds: Operations and Maintenance

11710-230-54105-254009-000000-2009 \$180,000.00

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 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:


Opal L. Walls
Chief Purchasing Officer


Within Appropriation:


PEDRO MARTINEZ
Chief Financial Officer

Approved:


ARNE DUNCAN
Chief Executive Officer

Approved as to Legal Form:


PATRICK J. ROCKS
General Counsel