

**APPROVE ENTERING INTO AN AGREEMENT WITH INSTITUTE FOR INNOVATION IN PUBLIC SCHOOL CHOICE (IIPSC) TO PROVIDE A SCHOOL CHOICE MATCHING SYSTEM AND SERVICES**

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

Approve entering into an agreement with the Institute for Innovation in Public School Choice (IIPSC) to provide a school choice matching system and services to the Office of Portfolio at a total cost not to exceed \$390,375. Vendor was selected on a non-competitive basis: the sole-source request was presented to the Non-Competitive Procurement Review Committee and approved by Chief Purchasing Officer. A written agreement for Vendor's services is currently being negotiated. No services shall be provided by Vendor and no payment shall be made to Vendor prior to 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.

**Contract Administrator:** Walls, Miss Opal Lynette / 773-553-2648

**CONSULTANT:**

- 1) Vendor # 91800  
INSTITUTE FOR INNOVATION IN PUBLIC  
SCHOOL CHOICE, THE  
710 6TH AVENUE 1A  
BROOKLYN, NY 11215  
Neil Dorosin  
347 529-5970

**USER INFORMATION:**

Project  
Manager: 10880 - Academic Enhancement  
125 S Clark St - 4th Floor  
Chicago, IL 60603  
Ellis, Ms. Kathryn Mary  
773-553-2060

**TERM:**

The term of this agreement shall commence on the date the agreement is signed and shall end November 30, 2012. This agreement shall have 2 options to renew for periods of one (1) year each.

**EARLY TERMINATION RIGHT:**

The Board shall have the right to terminate this agreement with 30 days written notice.

**SCOPE OF SERVICES:**

This project is a multi-phase project to create and implement a new choice system for Chicago Public Schools beginning with a required application process for all 8th and 9th grade students with the ability to expand to additional grades in future years.

Enrollment and choice reform has long been a priority at CPS, and important steps have been taken to improve the school choice services offered by CPS, especially in the areas of its elite testing high schools and in uniting elementary schools under one common application. The bulk of CPS schools, however, are enrolled via a loosely defined process that functions largely at the school level, producing results that are difficult to replicate or audit. In the interest of providing the best services for its parents and schools, CPS

has decided to design and implement a centralized enrollment and choice process that is parent friendly, efficient, equitable, transparent, and that meets the needs of all schools. CPS will pilot this new process in the 2012-2013 school year for students entering the 9th grade, and then roll it out to the rest of the district.

The project will consist of two phases: Market Design and Technology. The phases are described below.

**Phase I: Market Design**

In phase I, the vendor will create a set of policies and operations that define the market for 9th grade seats in Chicago public schools, working with CPS personnel and key community stakeholders. The market design should answer questions such as: How many choices will students be able to make? How many offers will students be eligible to receive? How many applications are needed for this process? What mechanisms will be used to translate school capacity into the number of seats to be offered via the assignment algorithm? How will students be prioritized for seats? What happens to students who are not assigned to a school via the algorithm? Can students appeal the results of the match?

In this phase, IIPSC will create a detailed market design plan for the annual cycle of enrollment and school choice for CPS. The plan will describe the policies that must be in place to guarantee a parent friendly, equitable, efficient, and transparent system. It will also provide a detailed set of operations designs that will govern the annual cycle of enrollment and choice. These services will be provided via face-to-face and remote meetings with CPS staff and Chicago parent groups. IIPSC principals will assist CPS administrators in meeting with school leaders and parent groups in order to describe the new process.

**Phase II : Technology**

In phase II, the vendor will provide the software and/or hardware necessary to support the enrollment and choice process, including the assignment algorithm(s) used to match students to schools, and the data generation and formatting necessary to run the algorithm. This will include the creation of a web-based interface that allows parents, schools, and CPS administrators to conduct operations online.

In this phase, IIPSC will provide advice and make recommendations to CPS administrators regarding the class of assignment algorithm to be used in the CPS match, and then custom code the assignment algorithm software. Vendor will consult with CPS technical staff to ensure that the data necessary to run the algorithm software is collected and formatted properly, and support CPS technical staff in ensuring that the assignment algorithm will function in the CPS technical environment.

**DELIVERABLES:**

**Market Design** - Vendor will provide the following deliverables:

1. Written reports, manuals, guidelines, and memoranda as appropriate that contain the processes, procedures, recommendations and such other information as requested by the Board to enable the Board to continue to operate and utilize the school choice system in the future and to support knowledge transfer of the system to the Board.
2. Support of and attendance at CPS internal communications meetings, meetings with school leaders, Chicago education thought leaders, and parent groups to describe the new process.

**Technology** - Vendor will provide the following deliverables:

1. IIPSC will provide a plan for CPS staff to use in collecting and formatting the data necessary to run the student assignment algorithm.
2. IIPSC will write custom-coded student assignment algorithm software that reflects CPS policy decisions.
3. IIPSC will transfer the code to CPS technical staff and ensure that it functions within the CPS technical environment.

**OUTCOMES:**

Vendor's services will result in a set of guidelines to govern the new process and a system capable of assigning students as determined.

**COMPENSATION:**

Vendor shall be paid as specified in the agreement; the total compensation for the term shall not exceed the sum of \$390,375.

**REIMBURSABLE EXPENSES:**

None.

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

**AFFIRMATIVE ACTION:**

Pursuant to Section 5.2 of the Remedial Program for Minority and Women Owned Business Enterprise Participation in Goods and Services Contracts, MBE/WBE provisions of the Program do not apply to transactions where the vendor providing services operates as a Not-for-Profit organization. This agreement is exempt from MBE/WBE compliance review.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Charge to the Office of Portfolio: \$390,375

Source of Funds: xxx

Budget Lines:

xxxxx-xxx-54125-xxxxxx-xxxxxx 2012 \$195,187.50

xxxxx-xxx-54125-xxxxxx-xxxxxx 2013 \$195,187.50

**CFDA#:** Not Applicable

**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.

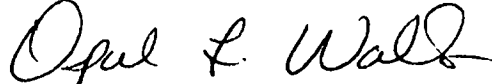
Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their 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 May 25, 2011 (11-0525-PO2), as amended from time to time, shall be incorporated into and made a part of the agreement.

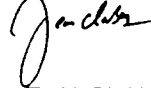
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



OPAL L. WALLS  
Chief Purchasing Officer

Approved:



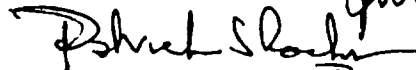
JEAN-CLAUDE BRIZARD  
Chief Executive Officer

Within Appropriation:



DAVID G. WATKINS  
Chief Financial Officer

Approved as to Legal Form:



PATRICK J. ROCKS  
General Counsel