

**AUTHORIZE A NEW AGREEMENT WITH ILLINOIS ACTION FOR CHILDREN TO PROVIDE PARENT SUPPORT THROUGH THE UNIVERSAL APPLICATION HOTLINE**

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

Authorize a new agreement with Illinois Action for Children to provide parent support through the universal application hotline to ensure families receive support accessing quality preschool programming services to Office of Early Childhood Education at an estimated annual cost set forth in the Compensation Section of this report. Vendor was selected on a non-competitive basis. This item was presented to the Single/Sole Source Committee on March 6, 2018 and approved by the Chief Procurement Officer. Upon approval as a Sole Source, the item was published on the Procurement website on March 6, 2018, found here: [cps.edu/procurement](http://cps.edu/procurement). The item will remain on the Procurement website until March 21, 2018 Board Meeting. This process complies with the independent consultant's recommendations for sole source procurements and the Board's "Single/Sole Source Committee Charter". 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 the execution of their 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 : Hayes, Ms. Deirdre N / 773-553-3226

**VENDOR:**

- 1) Vendor # 91629  
ILLINOIS ACTION FOR CHILDREN  
4753 NORTH BROADWAY., STE 1200  
CHICAGO, IL 60640

JACQUELINE ZANDERS  
773 769-8019

Ownership: Non-Profit

**USER INFORMATION :**

Project  
Manager: 11385 - Early Childhood Development - City Wide  
  
42 West Madison Street  
  
Chicago, IL 60602  
  
Mckinily, Miss Leslie  
  
773-553-2010

**TERM:**

The term of this agreement shall commence on April 1, 2018 and shall end June 30, 2019. This agreement shall have two (2) options to renew for a period 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:**

Vendor will provide support for families throughout the application process. The Chicago Early Learning Family Support Hotline serves as resource for families to learn about child care options, such as school-based (Chicago Public Schools) and community-based (Department of Family Support Services) preschool programs across the City of Chicago. The Hotline also provides assistance in helping parents complete the universal online preschool application. If necessary, the Hotline can refer families to in-person resources to follow through with the application, learn more about their program provider and learn next steps to enroll. The Hotline also troubleshoots and resolve questions, concerns, and issues surrounding application submission and management. The Hotline number is advertised on all promotional materials and is readily accessible to families.

**DELIVERABLES:**

Vendor will address barriers of connecting the highest need families to Chicago Early Learning Programs by making families aware of Chicago Early Learning Programs through community outreach efforts, engaging all City of Chicago families in the application and enrollment process, and assisting them with successfully navigating the application and enrollment processes. Deliverables will include the following:

Chicago Early Learning Hotline will monitor:

- Number of calls received
- Number of calls served
- Record number of referrals provided
- Number of applications completed
- List reason for calls (assistance provided)
- Record regional breakdown of calls received
- Record other statistics identified by DFSS and CPS

Chicago Early Learning Community Engagement will monitor:

- Record number of families engaged
- List number of applications submitted
- Record number of outreaches attended
- Record detailed listing of outreach events and outcomes by community
- Record other statistics identified by DFSS and CPS

**OUTCOMES:**

Vendor services will result in the following:  
Families will receive informed guidance to assist them in efficiently and effectively completing applications to Early Childhood programs.

**COMPENSATION:**

Vendor shall be paid as follows:  
Compensation for the initial 15 month term shall not exceed \$250,000.  
FY18/19: April 1, 2018 - June 30, 2019 \$250,000

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

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Program for Minority and Women Owned Business Enterprise Participation (M/WBE Program) in Goods and Services contracts, there are no goals assigned to non-profit organizations.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 362 Office of Early Childhood Education, Unit 11385  
FY18: April 1, 2018 to June 30, 2018  
FY19: July 1, 2018 to June 30, 2019  
Total expenditure for the initial 15 month term shall not exceed \$250,000.  
Future year funding is contingent upon budget appropriation and approval.

**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.

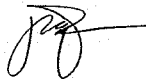
Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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

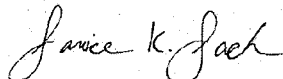
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



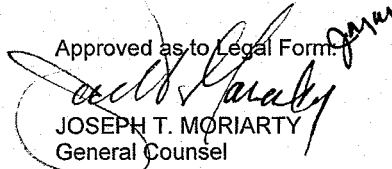
JONATHAN MAPLES  
Chief Procurement Officer

Approved:



JANICE K. JACKSON  
Chief Executive Officer

Approved as to Legal Form



JOSEPH T. MORIARTY  
General Counsel