

July 25, 2001

RATIFY AN AGREEMENT WITH VALERIE ROLLINS FOR CONSULTING SERVICES

OFFICER REPORTS THE FOLLOWING DECISION:

THE CHIEF EXECUTIVE

Valerie Rollins to provide consulting services to the Department of Procurement and Contracts, Bureau of Contract Compliance & Vendor Services at a cost not to exceed \$22,950.00 on a non-competitive basis because she has previously provided quality services and she is uniquely familiar with the Board's rules and regulations. A contract for her services is currently being negotiated. No payment shall be made to the consultant prior to the execution of a written agreement. The consultant shall have the authority granted herein should the agreement be approved by the Board. This agreement is set forth in the agreement stated below.

Ratify an agreement with Valerie Rollins for consulting services to the Board of Directors, Bureau of Contract Compliance & Vendor Services. Consultant was selected on a non-competitive basis. Consultant shall provide inspection services to the Board of Directors. Consultant shall execute a written agreement for Consulting Services with the Board of Directors. Board Report Information Required: Specification: 01/25016

USER: Department of Procurement and Contracts

CONSULTANT: Valerie Rollins

Bureau of Contract Compliance & Vendor Services

5000 Lake Shore Drive, Chicago, IL 60608

122 South LaSalle, 10th Floor

Chicago, IL 60608

(773) 436-4199

Chicago, IL 60602

Vendor # 33774

**Contact Person: Stephanie Suttles
(773) 553-2280**

The agreement shall have 1 option to renew for a 3 month period. The agreement shall be effective on 7/25/01 and shall end on March 30, 2003. The agreement shall have 1 option to renew for a 3 month period.

EARLY TERMINATION RIGHT: 30 days notice by either party.

SCOPE OF SERVICES: Consultant shall provide the following services to the Department of Procurement and Contracts on Behalf of the Capital Improvement Program:

- Attend pre-construction meetings and perform visual monitoring of the general contractors prevailing wage compliance on Chicago Public Schools M/WBE, EEO, City Residency and the construction sites.
- Provide services and develop liaisons with community-based organizations for employment referral services of community residents for targeted projects. Consultant shall provide services from Monday through Thursday in the field from 7 a.m. to 3 p.m. and shall provide services on site at the board headquarters on Fridays from 9 a.m. through 5 p.m.

DELIVERABLES: Consultant shall perform weekly reports on each site(s) performed. Consultant shall also provide reports on M/WBE, EEO, City Residency and the construction sites.

OUTCOMES: Consultant's services shall result in increased compliance with the Board's M/WBE requirements within the Capital Improvement Program.

...Authorize the General Council, in accordance with the terms and conditions of the written agreement. Authorize the President and Secretary to execute the agreement.

AFFIRMATIVE ACTION: M/WBE participation for Independent Contractors is determined on an aggregated basis

Hispanic 0% African American 0% Asian 0% WBE and 0% Non-Violity

is not applicable to this report.

LSC-REVIEW Local School Council approval

FINANCIAL: Charged Department of Procurement and Contract

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