

APPROVE ENTERING INTO AN AGREEMENT WITH RWD TECHNOLOGIES, LLC

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve entering into an agreement with RWD Technologies, LLC to provide consulting services to the Department of Human Resources at a cost not to exceed \$2,000,000. Consultant was selected on a competitive basis pursuant to Board Rule 5-4.1. A written agreement for Consultant's services is currently being negotiated. No services shall be provided by Consultant and no payment shall be made to Consultant until the execution of the written agreement. The authority granted herein shall automatically expire in the

8. Prepare a cost/benefit assessment for each of the deliverables.
9. Create business process reengineering deliverables including current state and future state for the process owners' departments in the ELM project

10. Create a training plan and Professional Development Unit departmental Change Impact Assessment for each of the departments participating in the ELM project.
11. Develop and present training materials, schedule and conduct training sessions for each department.
12. Provide Change Management knowledge transfer training for HR PDU Process Owners.
13. Create a Professional Development Unit Organization Assessment.
14. Plan, Communicate, and Implement change execution.
15. Create performance tracking based on business process change implementations.
16. Make recommendations for ELM Business Owner Participants Recognition & Rewards.

DELIVERABLES: Consultant will provide the following:

1. Phase 1: ELM Pilot Implementation

During Phase 1 of the ELM Implementation Project, the Consultant will provide the following services and products to HPIS, HR Professional Development Unit, and the users of the ELM application

- a. **Change Management Implementation Services** - Consultant will guide the designated ELM pilot team members to reengineer their professional development business process to incorporate the

ELM system using their Change Management and marketing strategies.

for Status Reporting and Status Meetings. Consultant shall be responsible for preparing and

delivering a weekly status report discussing the overall Change Management progress.

- i. **Central Office, School, and Business Service Center Deployment** - Consultant shall plan and schedule the Central Office, School, and Business Service Center deployments in conjunction with the FIM system deployment

- m. **Knowledge Transfer and Project Wrap-Up Activities** - Consultant shall transfer all knowledge gained and developed during the Project to the appropriate Board personnel to ensure that the

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

FINANCIAL: Charge to the Department of Human Resources: \$2,000,000 Fiscal Year: 2009-2010
Budget Classification: 11010-499-54125-266410-000000 Source of Funds: Capital Funds

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.

3. #1. 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.