

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

ADOPTED
BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 508

FEB 4 1999

COUNTY OF COOK
AND STATE OF ILLINOIS

PROFESSIONAL CONSULTANT SERVICES
SPAS YEAR 2000 PLAN
OFFICE OF INFORMATION TECHNOLOGY
DISTRICT OFFICE

THE CHANCELLOR

REPORTS

that in Board Report No. 20915 approved 10-1-1998, the Board of Trustees approved PSI Systems, Inc. for professional consulting services relating to the identification, development and analysis of SPAS Year 2000 issues; and

that there is a continued need to retain the services of a professional technology consultant to provide OIT management and consulting services; and

that these services will include:

- ▶ Development of SPAS Y2K Project Plan,
- ▶ Provide the ability to schedule terms and classes for Fiscal Year 2000 and beyond,
- ▶ Expand major files to accommodate 4 position years,
- ▶ Develop conversion programs to convert production files to expanded date layouts,
- ▶ Change online screen/programs to utilize expanded date fields,
- ▶ Change key batch programs which have been identified by CCC to utilize new file layouts with expanded dates,
- ▶ Identify and change any hard coded dates logic found in programs, which will not process correctly for Fiscal Year 2000 and beyond,
- ▶ Assist in the development of Test Plan, and
- ▶ Test system to validate changes will correctly process and that such change does not impact current processing for Fiscal Year 2000 and beyond.

that the fee for these services will be in the amounts not to exceed \$1,000,000.00 for services and related expenses; and

that these professional services are exempt from competitive bid requirements.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorizes the issuance of a purchase order in the total amount of \$1,000,000.00 to PSI Consulting Services, Chicago, from February 4, 1999 to February 1, 2000; and authorizes the Chairman and Assistant Secretary to execute any documents pertaining to these professional services on behalf of the Board.

FINANCIAL

\$1,000,000.00 -- Educational Fund

Respectfully submitted:

Wayne D. Watson
Chancellor

February 4, 1999

CITY COLLEGES OF CHICAGO

WAIVER OF COMPETITIVE PROCEDURE REQUIREMENT

Board rules state that it is the general policy of the District to use competitive procedures to select professional service consultants. Section 4(a) 1-4 of Board Rule -- list situations in which a waiver of competitive procedure requirement is possible. In order to retain a consultant without competitive procedures, this waiver form must be completed and approved by the College President, the appropriate Vice Chancellor or the Chancellor.

1. Type of consultant/services required:

The City Colleges of Chicago district needs an information technology consultant to facilitate the remediation of code in its student information system (SPAS) for Year 2000 compliance.

2. Brief description of the need for a professional services consultant:

Notwithstanding the upcoming recommendation to the Board of Trustees to purchase an integrated management information system (for student, human resources, and financial systems), the present SPAS system must still undergo Y2K remediation to process student registrations until the new student system is implemented. The City Colleges of Chicago does not have the staff nor incumbent consultants to resolve the Y2K challenge.

3. Reason that competitive procedures are not appropriate in this situation:

PSI, Inc. developed the district's SPAS system. While PSI has not been the information technology consultants to the district for nearly five years, they have the expertise to identify the files that require remediation and would be able to expedite this process more effectively and more efficiently than a new consultant or even our present consultant

4. Basis for selecting the recommended individual or firm:

PSI, Inc., is a woman-owned information technology firm which worked with the City Colleges of Chicago for nearly fifteen (15) years.

Deirdra J. Harris / Louis Herman
Person initiating request

District Office
College and/or Department

[Signature]

Approved by

Chancellor

Title