



May 13, 2015

Item No. 2

RECOMMENDATION TO EXERCISE THE FIRST ONE-YEAR OPTION WITH TEC SERVICES CONSULTING, INC. TO PROVIDE OVERSIGHT, MAINTENANCE AND PROGRAM COORDINATION AT CHA COMPUTER LABS

To the Honorable Board of Commissioners:

RECOMMENDATION

It is recommended that the Board of Commissioners ("Board") authorize the Chief Executive Officer or his designee to exercise the first of two one-year options with TEC Services, Inc. ("TEC Services") to provide oversight, maintenance and program coordination at CHA computer labs in an amount not-to-exceed \$1,350,000 under Contract No. 11302.

The Deputy Chief Housing Officer of Resident Services, the Office of the General Counsel and the Department of Procurement and Contracts have completed all necessary due diligence to support the submission of this initiative and recommend the approval of this item accordingly.

CORPORATE GOAL

The CHA Computer Lab program supports CHA’s corporate goal of empowering individuals for success in the global economy while providing targeted services to residents at critical milestones in their lives, while living in a safe, decent and sustainable housing portfolio.

FUNDING

CHA General Fund

SOLICITATION SUMMARY

TEC Services Consulting, Inc. 1620 Pebblewood Lane, Suite 270 Naperville, Illinois 60563	Base Contract Amount: First Option Year: Contract Aggregate to date: Option Years Remaining:	\$3,465,000 \$1,350,000 \$4,815,000 One
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COMPLIANCE INFORMATION

M/W/DBE Participation	Section 3 Hiring	Section 3 Business Concern
100%: Vendor is a certified WBE	No additional new hires needed	100%: Vendor is a Section 3 Business Concern

GENERAL BACKGROUND

CHA owns and operates eight (8) computer labs at CHA sites, including Altgeld Gardens, Dearborn Homes, Lake Parc Place, Lawndale Gardens, Lowden Homes, Wentworth Gardens, Major Adams Community Center, and the Family Investment Center. In 2013, CHA entered into an agreement with Tec Services (Contract No. 11302) to provide oversight, maintenance and program coordination at CHA computer labs in an amount not-to-exceed \$3,465,000 for a two-year base period, with two (2) additional one-year options.

For more than 20 years, TEC Services has provided education and technology solutions for a large client base, including multiple public and governmental agencies. Since 2008 TEC Services has served as a partner in CHA's workforce development initiatives, first through the Resident Opportunity for Self Sufficiency ("ROSS") grant from HUD and then through the Broadband Technology Opportunities Program ("BTOP"). Through these programs, TEC Services has trained and employed hundreds of CHA residents. TEC Services will utilize the relationships it has created over the past seven (7) years to continue to provide high quality and customized education and technology services for CHA residents.

Program Model

Oversight, maintenance and program coordination at CHA computer labs includes:

- **Lab oversight and supervision** including on-site staffing, technical support and monitoring, and an ongoing schedule of programming and open lab time for:
 - Open lab time
 - Workforce development programming
 - Programming for CHA youth and senior residents
 - Digital literacy training
- **Employment Training for residents** to work in the lab, including a curriculum covering hardware, software, internet and network installation and maintenance, customer service and business writing.
- **Leveraged partnerships** to provide CHA residents with access to programs offered by partner agencies.
- **Collaboration and coordination** with contracted service providers, property management, Local Advisory Councils and other partners to ensure that the labs meet the needs of on-site stakeholders.

The Board action recommended in this item complies in all material respects with all applicable Chicago Housing Authority Board policies and all applicable federal (HUD) procurement laws.

The Deputy Chief Housing Officer of Resident Services concurs with the recommendation to exercise the first of two one-year options with TEC Services to provide oversight, maintenance and program coordination at CHA computer labs in an amount not-to-exceed \$1,350,000.

The CEO/President recommends that the Board authorize the CEO or his designee to exercise the first of two one-year options with TEC Services to provide oversight, maintenance and program coordination at CHA computer labs in an amount not-to-exceed \$1,350,000.

RESOLUTION NO. 2015-CHA-37

WHEREAS, the Board of Commissioners has reviewed the Board Letter dated May 13, 2015, entitled **“RECOMMENDATION TO EXERCISE THE FIRST ONE-YEAR OPTION WITH TEC SERVICES CONSULTING, INC. TO PROVIDE OVERSIGHT, MAINTENANCE AND PROGRAM COORDINATION AT CHA COMPUTER LABS.”**

THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY

THAT, the Board of Commissioners authorizes the Chief Executive Officer or his designee to exercise the first one-year option reserved under Contract 11302 with TEC Services Consulting, Inc. to provide oversight, maintenance and program coordination at CHA computer labs in an amount not-to-exceed \$1,350,000.

This award is subject to the Contractor’s compliance with the CHA’s applicable MBE/WBE/DBE, Section 3 and insurance requirements.

