

**APPROVE EXERCISING THE FIRST OPTION TO RENEW AND AMEND THE AGREEMENT WITH
BENEFIT EXPRESS SERVICES, LLC. FOR FLEXIBLE SPENDING ACCOUNT SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve exercising the first option to renew and amend the agreement with Benefit Express Services, LLC to provide Flexible Spending Account (FSA) administrative services to the Talent Office at a total cost for the option period not to exceed \$191,000.00. The original agreement shall be amended to change the end date of the initial term from December 31, 2014 to September 30, 2013 and increase the maximum compensation amount for the first option from \$85,000 to \$191,000 and for the second option from \$90,000 to \$209,000. A written renewal and amendment agreement is currently being negotiated. No payment shall be made to Benefit Express Services, LLC during the option period prior to execution of the 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 option and amendment is stated below.

Contract Administrator : Seanior, Miss Pamela Dorcas / 773-553-2254
CPOR Number : 11-0610-CPOR-1449

VENDOR:

- 1) Vendor # 97130
BENEFIT EXPRESS SERVICES, LLC
220 WEST CAMPUS DRIVE
ARLINGTON HEIGHTS, IL 60004
Maria Bradly
847 637-1551

USER INFORMATION :

Project
Manager: 11010 - Office of Human Capital

125 S Clark St - 2nd Floor

Chicago, IL 60603

Wolter, Mr. William R.

773-553-1070

ORIGINAL AGREEMENT:

The original Agreement (authorized by Board Report 11-0622-PR34 and amended herein to revise the end date) in the amount of \$249,000.00 is for a term commencing January 1, 2012 and ending September 30, 2013, with the Board having two options to renew for twelve months each. The original agreement was awarded on a competitive basis pursuant to Board Rule 7-2 and approved by CPOR 11-0610-CPOR1449.

OPTION PERIOD:

The term of this agreement is being renewed for twelve months commencing October 1, 2013 and ending September 30, 2014.

OPTION PERIODS REMAINING:

There is one option period for twelve months remaining at a cost not to exceed \$209,000.

SCOPE OF SERVICES:

Vendor will continue to provide flexible spending account services, including medical FSA and dependent care FSA administration, claims reimbursement, and debit cards for CPS and Board employees that elect FSA.

DELIVERABLES:

Vendor will continue to deliver FSA administrative services and provide periodic reports on FSA activity.

OUTCOMES:

Vendor's services will continue to result in high quality and cost effective administration of the CPS FSA benefit.

COMPENSATION:

Vendor shall be paid during this option period as follows: at the agreed upon per employee per month fee with the total not to exceed the sum of \$191,000.00.

AUTHORIZATION:

Authorize the General Counsel to include other relevant terms and conditions in the written renewal and amendment agreement. Authorize the President and Secretary to execute the renewal and amendment agreement. Authorize Chief Talent Officer to execute all ancillary documents required to administer or effectuate this agreement.

AFFIRMATIVE ACTION:

The MBE/WBE goals for this agreement include: 25% total MBE and 5% total WBE participation. However, the Office of Business Diversity recommends that a partial waiver of the MBE goal, as required by the Remedial Program for Minority and Women Owned Business Enterprise Participation in Goods and Services Contracts, be granted as the scope of services is not further divisible. The certified WBE Prime Vendor will self perform these services:

Total WBE - 100%

Benefit Express Services, LLC
220 West Campus Drive
Arlington Heights, IL 60004
Contact: Maria Bradley

LSC REVIEW:

Local School Council approval is not applicable to this report.

FINANCIAL:

Charge to the Talent Office, Unit 11010, Fund 115:
FY2014- \$143,250.00
FY2015- \$47,750.00

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:



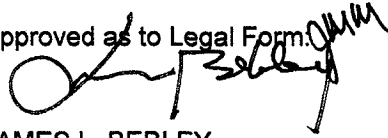
SÉBASTIEN de LONGEAUX
Chief Procurement Officer

Approved:



BARBARA BYRD-BENNETT
Chief Executive Officer

Approved as to Legal Form:



JAMES L. BEBLEY
General Counsel