

August 28, 2017

**AUTHORIZE THE FIRST RENEWAL AGREEMENT WITH R.V. KUHNS AND ASSOCIATES, INC DBA  
RVK, INC FOR RETIREMENT PLANS CONSULTING SERVICES**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Authorize the first renewal agreement with R.V. Kuhns & Associates, Inc d/b/a RVK, Inc to provide retirement plans consulting services to the Talent Office at an estimated annual cost set forth in the Compensation Section of this report. A written document exercising this option is currently being negotiated. No payment shall be made to Vendor during the option period prior to execution of their written document. The authority granted herein shall automatically rescind in the event their written document is not executed within 90 days of the date of this Board Report. Information pertinent to this option is stated below.

Contract Administrator : Sinnema, Mr. Ethan Cedric / 773-553-5180

**VENDOR:**

- 1) Vendor # 81262  
R.V. KUHNS & ASSOCIATES, INC DBA  
RVK, INC  
111 SW NAITO PARKWAY  
PORTLAND, OR 97204-3512

Tony Johnson  
503 221-4200

Ownership: Rebecca Gratsinger - 29.79%,  
Marcia Beard - 15.41%, Jim Voytko - 10.28%

**USER INFORMATION :**

Project  
Manager: 11010 - Talent Office  
  
42 West Madison Street  
  
Chicago, IL 60602  
  
Fairhall, Ms. Gail A  
  
773-553-3807

**ORIGINAL AGREEMENT:**

The original Agreement (authorized by Board Report #16-0928-PR11) in the amount of \$145,000.00 was for a term commencing October 1, 2016 and ending September 30, 2017, with the Board having three (3) options to renew for one (1) year terms. The original agreement was awarded on a competitive basis pursuant to Board Rule 7-2.

**OPTION PERIOD:**

The term of this agreement is being renewed for one (1) year commencing October 1, 2017 and ending September 30, 2018.

**OPTION PERIODS REMAINING:**

There are two (2) option periods for one (1) year remaining.

**SCOPE OF SERVICES:**

Vendor will continue to provide the following services: Perform quarterly evaluations of investment funds offered within the Board's 403(b) and 457 retirement plans; Identify issues related to the investment governance of the funds and make recommendations as needed to ensure appropriate practices have been adopted and are effective; Examine the appropriateness of the investment benchmarks used to assess the funds' investment performance, measure their quality and describe their strengths and weaknesses; Perform specialized studies of specific investment matters as they may be requested; Assist the Board in fulfilling fiduciary responsibilities with proper oversight, governance and monitoring of investment funds; Provide insight into and detailed investment analysis on investment managers in publicly traded asset classes, and affirm the process used to retain and terminate investment managers; and Provide recommendations on investment related issues, including but not limited to, providing recommendations as to the selection of investment funds.

**DELIVERABLES:**

Vendor will continue to provide financial analysis of the retirement savings plan, advise the Board regarding compliance with IRS regulations, review vendor contracts and program related documents for compliance with program provisions and IRS regulations, provide recommendations on how to enhance the 403(b) and 457 plans, and make recommendations on investment related issues, including but not limited to, recommendations as to the selection of investment funds.

**OUTCOMES:**

Vendor's services will result in effective retirement savings for participating Chicago Public Schools employees.

**COMPENSATION:**

Vendor shall be paid quarterly based upon a fee per participant account; total not to exceed the sum of \$145,000.00, which amount shall be funded through fees collected from vendors.

**AUTHORIZATION:**

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

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Program for Minority and Women Owned Business Enterprise Participation in Goods and Services Contracts (M/WBE Program), the scope of services for this contract is not further divisible and there were no M/WBE goals administered.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Not applicable. See Compensation section.

**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:




JONATHAN MAPLES  
Chief Procurement Officer

Approved:



FORREST CLAYPOOL  
Chief Executive Officer

Approved as to Legal Form:



RONALD L. MARMER  
General Counsel