

**AUTHORIZE A NEW AGREEMENT WITH CHECKSTER INC FOR REFERENCE CHECK SERVICES****THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Authorize a new agreement with Checkster Inc to provide reference check services to all new teacher hires into the district at an estimated annual cost set forth in the Compensation Section of this report. Vendor was selected on a competitive basis pursuant to Board Rule 7-2. A written agreement for Vendor's services is currently being negotiated. No services shall be provided by Vendor and no payment shall be made to Vendor prior to the execution of their 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 agreement is stated below.

Contract Administrator : Washington, Ms. Nealean T / 773-553-2273  
CPOR Number : 18-1129-CPOR-7144

**VENDOR:**

- 1) Vendor # 28884  
CHECKSTER INC.  
926 DIABLO AVE #305  
NOVATO, CA 94947

Vince Lyons  
651 994-6869

Ownership: Randstad Innovation Funds Has  
Less Than 20% Ownership Interest. As A  
Privately Held Company, No Further Details  
Are Disclosed.

**USER INFORMATION :**

Project  
Manager: 11010 - Talent Office  
  
42 West Madison Street  
  
Chicago, IL 60602  
  
Clair-McClellan, Miss Lauren Marie  
  
773-553-1127

**TERM:**

The term of this agreement shall commence on January 1, 2019 and shall end December 31, 2019. This agreement shall have two (2) options to renew for periods of one (1) year each.

**EARLY TERMINATION RIGHT:**

The Board shall have the right to terminate this agreement with 30 days written notice.

**SCOPE OF SERVICES:**

Vendor will provide a reference check system that will integrate with our Taleo Candidate Management System to:

1. Obtain authorization from candidates to conduct the reference checks
2. Electronically capture candidate reference check information
3. Provide a web-based mechanism for soliciting and receiving references and allegations of misconduct and return results to Principals and Talent.

**DELIVERABLES:**

Vendor will provide:

1. Implementation of CPS into the vendor's cloud based software to serve as the system of record for all school-based educator reference checks for CPS. Ability to expand to other position types in the future as needed.
2. Reference check templates to be used for emails, employment verification questionnaires, and other forms.
3. Reports to be used for completed reference checks to be stored in the application, and interfaced to a data storage repository in CPS for checked candidates associated by a unique identifier.
4. A suite of standard reference check reports.
5. Support and resources allocated to CPS to develop new customized training as needed for proposed solution.

**OUTCOMES:**

Vendor's services will result in the following:

1. Allow CPS to formalize a reference check process to ensure the safety and well-being of students in CPS.
2. Ability for CPS hiring managers to invoke reference checks from within Taleo with an established automated reference check process which will ensure the process will not be overly burdensome.
3. Systematic Workflows that sends Emails, Forms, and Questionnaires to a candidate so they can forward to the appropriate reference rater's.
4. Capture candidate's rater reference responses and details, and associate to the candidate and/or job specific submission profiles, in the TEE (Taleo) Recruiting Module.
5. Capture candidate's employment verification responses and details (relating to dismissals for cause, etc.), and send to the Central Office Employment Verification Team. This data not to be visible to school based Hiring Managers.
6. Checks for fraudulent references by proposed solution.
7. Capture evidence of Hiring Manager and Central Office Users reference checks and employment verifications.
8. Data integration between TEE and Checkster.

**COMPENSATION:**

Vendor shall be paid during this period as set forth in the agreement. Estimated annual costs for the one (1) year term are set forth below:

\$50,000, FY19

\$50,000, FY20

**REIMBURSABLE EXPENSES:**

None

**AUTHORIZATION:**

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

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Program for Minority and Women-Owned Business Enterprise Participation in Goods and Services contracts, (M/WBE Program), this contract is exempt as this agreement is for proprietary software.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Title II Funds, Talent, Unit 11010

\$50,000, FY19

\$50,000, FY20

Not to exceed \$100,000 for the one (1) year term.

Future year funding is contingent upon budget appropriation and approval.

**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.

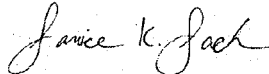
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



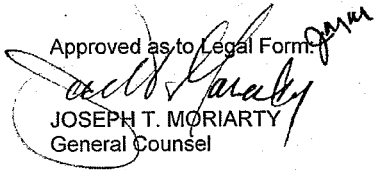
JONATHAN MAPLES  
Chief Procurement Officer

Approved:



JANICE K. JACKSON  
Chief Executive Officer

Approved as to Legal Form



JOSEPH T. MORIARTY  
General Counsel