

**AUTHORIZE THE THIRD AND FINAL RENEWAL AGREEMENT WITH RIVERSIDE ASSESSMENTS,  
LLC DBA RIVERSIDE INSIGHTS FOR THE PURCHASE OF TEST MATERIALS AND RELATED  
SERVICES**

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

Authorize the third and final renewal agreement with Riverside Assessments, LLC DBA Riverside Insights to provide selective enrollment test materials and related services to the Office of Access and Enrollment 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 Riverside Assessments, LLC DBA Riverside Insights during the option period prior to execution of the written document. The authority granted herein shall automatically rescind in the event a written document is not executed within 90 days of the date of this Board Report. Information pertinent to this option is stated below.

Specification Number : 15-350042

Contract Administrator : Hubbard, Miss Carisa Ann / 773-553-2280

**VENDOR:**

- 1) Vendor # 40681  
RIVERSIDE ASSESSMENTS, LLC DBA  
RIVERSIDE INSIGHTS  
ONE PIERCE PLACE, 900W  
ITASCA, IL 60143

Scott Olson  
630 467-6708

Ownership: Alpine Investor - 99.2%

**USER INFORMATION :**

Project 11201 - Access and Enrollment  
Manager: 42 West Madison Street  
Chicago, IL 60602  
Washington, Miss Angela Gail  
773-553-3546

PM Contact:  
12120 - Office Of Portfolio Management  
  
42 West Madison Street  
  
Chicago, IL 60602  
  
Howell, Mr. Bing

**ORIGINAL AGREEMENT:**

The original Agreement (authorized by Board Report #15-0826-PR1) in the amount of \$730,898 is for a term commencing September 1, 2015 and ending August 31, 2017 with the Board having three (3) options to renew for two (2) year terms. The original agreement was awarded on a competitive basis

pursuant to Board Rule 7-2. The original Agreement was subsequently renewed in the amount of \$678,291 (authorized by Board Report 17-0524-PR1) for a two (2) year term commencing on September 1, 2017 and ending on August 31, 2019. A second renewal was exercised (authorized by Board Report 19-0724-PR2) in the amount of \$1,266,903, for a two (2) year term, commencing on September 1, 2019 and ending on August 31, 2021.

**OPTION PERIOD:**

The term of this agreement is being renewed for two (2) years commencing September 1, 2021 and ending August 31, 2023.

**OPTION PERIODS REMAINING:**

There are no option periods remaining.

**SCOPE OF SERVICES:**

Vendor will continue to provide tests, pre-ID labels, answer sheets and custom reporting services for Selective Enrollment Elementary Schools (SEES), pre-kindergarten through seventh grades, Accelerated Placement Act third through seventh grades, and the kindergarten Comprehensive Gifted Program (CGP). The vendor shall also continue to provide customized answer sheets, test books, and reporting services for Selective Enrollment High Schools (SEHS).

**DELIVERABLES:**

The vendor shall continue to provide the Office of Access; Enrollment with tests, pre-ID labels, and customized reporting services during the SEES, SEHS, Accelerated Placement Act, and the CGP application season.

**OUTCOMES:**

Vendor's services will result in identifying students for Selective Enrollment Elementary Schools, Selective Enrollment High Schools, Accelerated Placement Act, and the Comprehensive Gifted Program.

**COMPENSATION:**

Vendor shall be paid during this option period as follows:

Estimated annual costs for this option period are set forth below:

\$901,448, FY22

\$868,921, FY23

**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 Director of Access and Enrollment 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), this contract is waived of the M/WBE participation goals of 30% MBE and 7% WBE, because the contract is not further divisible.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 115

Access and Enrollment, Unit 11201

\$901,448, FY22

\$868,921, FY23

Not to exceed \$1,770,369 for the two (2) 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.

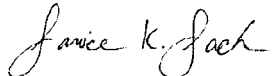
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

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