

**AUTHORIZE A NEW AGREEMENT WITH SIVIC SOLUTIONS GROUP, LLC FOR MEDICAID CLAIMS  
PROCESSING AND ADVISORY SERVICES**

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

Authorize a new agreement with Sivic Solutions Group, LLC., for the purchase of Medicaid Claims Processing And Advisory Services to Chicago Public Schools - Finance Department at an estimated annual cost set forth in the Financial Section of this report. Vendor was selected on a competitive basis pursuant to Board Rule 7-3. A written agreement for this purchase is currently being negotiated. No goods may be ordered or received 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.

Specification Number : 23-355

Contract Administrator : Pearson, Karen / 773-553-2280

**VENDOR:**

- 1) Vendor # 11358  
SIVIC SOLUTIONS GROUP, LLC  
30 LANIDEX PLAZA WEST  
PARSIPPANY, NJ 07054

Eric Seguin  
973 581-7676

Ownership: Solix, Inc. (John J. Miller,  
Manager) - 100%

**USER INFORMATION :**

Project 12610 - Budget & Management Office  
Manager: 42 West Madison Street  
Chicago, IL 60602  
Yager, Katherine A  
773-553-2560

**TERM:**

The term of this agreement shall commence on August 1, 2024 and shall end June 30, 2027. 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:**

Perform all services necessary to prepare, process and submit to the State Medicaid agency, and obtain reimbursement from the State Medicaid agency for all Fee-for-Service Claims for health services provided by the Board to its students. The Board shall maintain and may enhance its systems for gathering required data to ensure compliance with Medicaid requirements including related Individuals with Disabilities Education Act (IDEA) regulations and other applicable requirements, laws and regulations.

Work with the Children and Family Benefits Unit (CFBU) within the CPS Office of Student Health and Wellness to identify students that are eligible for the SNAP, Medicaid, and CHIP programs.

Process quarterly State Medicaid/CHIP reimbursement claims for administrative expenditures for school-based outreach activities including Administrative Outreach Claiming (AOC) as well as analyze and report on the status and progress of the claim submission. Vendor shall demonstrate methodologies to collect and process statistically valid time study results and quality review of the cost allocation plan to ensure all changes are reflected in the claim.

Process quarterly SNAP Outreach Plan reimbursement claims for administrative expenditures and non-administrative expenditures for SNAP outreach activities as well as analyze and report on the status and progress of the claim submission. Vendor shall demonstrate methodologies acceptable to the Board to collect and process statistically valid time study results and quality review of the cost allocation plan to ensure all changes are reflected in the claim.

Provide a revenue enhancement plan to develop and structure ideas for boosting new Board revenues for health and social services through Federal, State (including the State Poverty Count) and other grant monies.

Perform quality review of the Board's health and social services programs. Perform annual quality review of health and social service reimbursement programs. The review should address management structure, accountability and productivity, staffing and scheduling, collaboration with community-based health care organizations for cost-effective service delivery, etc.

Make recommendations to improve service delivery compliance and increase efficiency and effectiveness of the way in which services are provided.

Vendor shall manage the implementation of the project as well as the operational services required to make the contract successful. The implementation includes, but is not limited to: Project management, risk/issue mitigation, and communications. Operational Services cover the ongoing tasks and services required from Vendor relating to weekly/monthly reporting, quality assurance, performing necessary audits, and conducting/managing training.

**DELIVERABLES:**

Conduct preliminary review of the upcoming quarter's Administrative School Based Health Services (Admin SBHS) claim with variance analysis of cost, student and time study factors against final claims for prior quarters, two weeks prior to each quarterly Admin SBHS submission.

Train prospective participants in the Board's quarterly "time-study" survey of Admin SBHS.

Furnish the Board with all existing and future research and development of resources, such as published materials, and industry studies conducted, that pertain to the Services and that in the Vendor's reasonable opinion might assist the Board in setting its school-based health and social services policies or requirements.

**OUTCOMES:**

Vendor's services will result in the identification of new opportunities that improve program performance in Medicaid reimbursement recovery and operational efficiency. Vendor will assist CPS to work with and impact Illinois' Medicaid agency to take advantage of policy opportunities to improve reimbursement levels.

**REIMBURSABLE EXPENSES:**

Vendor shall be reimbursed for the following 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 Financial Officer or designee to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Policy for Minority-Owned Business Enterprise (MBE) and Women-Owned Business Enterprise (WBE) Participation in Goods and Services contracts, (MBE and WBE Policy), the vendor has committed to the aspirational goals of 30% MBE and 7% WBE with their strategic plan and subcontractor(s). The vendor has scheduled the following firms:

Total MBE: 30%  
Visionsoft International, Inc.  
1842 Old Norcross Road #100  
Lawrenceville, GA 30044  
Ownership: Satish Kumar

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 115, Unit 11810 - Finance,

FY25 - \$624,000  
FY26 - \$624,000  
FY27 - \$624,000

Not to exceed \$1,872,000 for the two (2) year and eleven (11) month term. Future year funding is contingent upon budget appropriation and approval.

**GENERAL CONDITIONS:**

The agreement shall contain general conditions including but not limited to the following: Inspector General provision, in accordance with 105 ILCS 5/34-13.1; Conflicts provision, in accordance with 105 ILCS 5/34-21.3; Indebtedness provision, in accordance with the Board's Indebtedness Policy adopted June 26, 1996 pursuant to Board Report 96-0626-PO3; Ethics provision, in accordance with the Board's Ethics Code as amended; and, Contingent Liability provision.

Approved for Consideration:



PATRICIA HERNANDEZ  
Chief Procurement Officer

Approved:



PEDRO MARTINEZ  
Chief Executive Officer

Approved as to Legal Form: 



RUCHI VERMA  
General Counsel