

AUTHORIZE THE FIRST RENEWAL AGREEMENT WITH KCC CLASS ACTION SERVICES LLC FOR  
SSCA CLAIMS ADMINISTRATOR SERVICES

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize the first renewal agreement with KCC Class Action Services LLC to provide SSCA claims administrator services to the Law Department 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 KCC Class Action Services LLC 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 : 23-0106-Cpor-7949

Contract Administrator : Banks, Amy / 773-553-2280

VENDOR:

- 1) Vendor # 97596  
KCC CLASS ACTION SERVICES LLC  
1 McINNIS PKWY  
SAN RAFAEL, CA 94903

Snow Wallace  
904 763-9806

Ownership: Kurtzman Carson Consultant  
Inc. 100%

USER INFORMATION :

Project  
Manager: 10210 - Law Office  
  
42 West Madison Street  
  
Chicago, IL 60602  
  
Radford, Jordan Elain  
  
773-553-1700

ORIGINAL AGREEMENT:

The original agreement was awarded on a competitive basis pursuant to Board Rule 7-3(b)(i) for a term commencing November 1, 2021 and ending March 31, 2022, with the Board having two (2) options to renew for one (1) year terms. An increase in the not to exceed was authorized by Board Report 22-0427-PR14 in the amount of \$250,000. The amended agreement (authorized by Board Report 22-1026-PR20) added \$60,000 to the NTE amount, and also extended the term from October 31, 2022 to March 31, 2023. This extension and increase authorized by 22-1026-PR20 was approved by the Single and Sole Source Committee, with renewal options being undisturbed.

**OPTION PERIOD:**

The term of this agreement is being renewed for one (1) year commencing April 1, 2023 and ending March 31, 2024.

**OPTION PERIODS REMAINING:**

There is one (1) option period for one (1) year remaining.

**SCOPE OF SERVICES:**

In 2017, the Illinois State Board of Education (ISBE) received allegations that certain processes and procedures at CPS were preventing Individualized Education Program (IEP) teams from including needed support and services on some students' IEPs. ISBE did an investigation (the Public Inquiry), found certain procedures in effect in 2016-2017 and 2017-2018 to be problematic, and directed CPS to offer remedies to students to make up for that potential harm (Student Specific Corrective Action). Since then, CPS has worked closely with ISBE and other stakeholders to identify students who may have been impacted by the problematic procedures and to offer those students remedies. Because special education is individualized to meet the unique needs of each student, this process has been complex and time-intensive. Initially, the district reviewed student information, identified students who were potentially harmed, and planned to hold meetings to analyze each of those students' individual circumstances to determine whether they were owed a remedy. To more efficiently deliver remedies to students who may have been impacted, the process was adjusted to provide automatic remedies (Universal Enrichment Remedies or UERs) to most of the identified students. Other students, who were perhaps less likely to have been harmed, would receive an automatic SSCA meeting to consider their particular circumstances. Moving forward, CPS is now offering automatic remedies (UERs) to students who were previously identified to receive an automatic SSCA meeting.

Vendor will continue to provide SSCA claims administrator services to the law department.

**DELIVERABLES:**

Vendor will continue to streamline and issue all monetary disbursements to the affected families  
Multiple lines of communication with families to file claims.

**OUTCOMES:**

Vendor's services will result in continuing to administer the claims for SSCA processes.

**COMPENSATION:**

Vendor shall be paid during this option period as follows: Estimated annual costs for this option period are set forth below:

\$62,500, FY23

\$187,500, FY24

**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 General Counsel or designee 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 :

Funds: Various, Law Department, Unit 10210

\$62,500, FY23

\$187,500, FY24

Not to exceed \$250,000 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).

