

DELIVERABLES:

Vendor will provide the Board with the following deliverables:

1. Test Administration Dates. CPS will test students within the PreACT Testing Window September 3, 2024 - May 30, 2025.
2. Ordering Platform. Vendor will provide the Board with access to ACT's online platform for management of Assessment ordering, material delivery and testing.
3. Materials Shipments. Vendor will ship all materials to CPS as directed by its project manager.
4. Pre-paid Return Shipping Labels. Vendor will provide CPS Testing Sites with pre-paid return shipping labels for the return of paper test materials to Vendor.
5. Accommodations. Vendor will work with CPS to ensure that examinees with disabilities and English learner examinees are provided with available accessibility supports and accommodations.
6. Training. Vendor will provide standard online training and/or instructional materials to CPS. Training may include webinars, manuals, user guides, tutorials, and videos.
7. Customer Service. Vendor shall support an ACT-hosted website for use in preparation and administration of PreACT, Monday through Friday, from 8:30 a.m. to 5:00 p.m. CT, excluding ACT holidays, which will include contract information for additional support.
8. Report Deliverables. ACT will furnish specific reports to relevant stakeholder groups as agreed to.

OUTCOMES:

The vendor's services will allow CPS schools to administer tests in the ACT suite to participating students. Students will earn reportable scores to inform students post-secondary planning and school team's instructional planning.

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 of Teaching and Learning 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) policy participation in Goods and Services contracts, with aspirational goals of 30% MBE and 7% WBE. The vendor has committed to 5% MBE and 15% WBE with their strategic plan and subcontractor(s). Congruent with the marketplace for this category of products, services, the MBE and WBE Policy. Said adjustment to the aspirational goals are warranted and merited by the Office of Business Diversity.

LSC REVIEW:

Local School Council approval is not applicable to this report.

FINANCIAL :

Fund 115, Unit 10810 - Teaching & Learning Office, Unit 11210 - Student Assessment and MTSS

FY25 - \$1,250,000

FY26 - \$1,250,000

Not to exceed \$2,500,000 for the two (2) year 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.

