

AUTHORIZE THE SECOND RENEWAL AGREEMENT WITH RECALL TOTAL INFORMATION

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize the second renewal agreement with Recall Total Information Management, Inc. to provide
off-site record storage services to CDS schools, departments, and administrative offices at a cost not to ex-

SCOPE OF SERVICES:

1. Off-site storage, related services and supplies;
2. Retrieval, pickup, delivery, and re-filing of Board records;
3. Customer service related to off-site storage services and supplies;
4. Automated Index and Electronic Inventory Control/Identification/Tracking System;
5. Web-Enabled Inventory Tracking and Request System;
6. On-site Review/Client work area;
7. Repacking cartons and other containers;
8. Reports related to usage, inventory, activity, and financial/billing activity; and
9. Records destruction.

DELIVERABLES:

Vendor will continue to provide off-site document storage and related services and supplies.

OUTCOMES:

Vendor's services will result in quality off-site storage, related services and supplies.

COMPENSATION:

Vendor shall be paid during this option period at the prices set forth in the agreement; total cost for this option period shall not exceed the sum of \$100,000.00.

FINANCIAL:

Fund 230

FY15: \$166,666.66
FY16: \$233,333.34

FY15: \$166,666.66

FY16: \$233,333.34

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