

January 26, 2022

**AUTHORIZE A NEW AGREEMENT WITH MESIROW INSURANCE SERVICES, INC FOR INSURANCE BROKERAGE AND CONSULTING SERVICES****THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Authorize a new agreement with Mesirow Insurance Services, Inc to provide insurance brokerage and risk management services to the Risk Management department at an estimated annual cost set forth in the Compensation Section of this report. Vendor was selected on a competitive basis pursuant to Board Rule 7-2. A written agreement for Vendor's services is currently being negotiated. No services shall be provided by Mesirow Insurance Services, Inc 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 : 21-327

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

**VENDOR:**

- 1) Vendor # 84715  
MESIROW INSURANCE SERVICES, INC  
353 NORTH CLARK ST.  
CHICAGO, IL 60654  
Linda Price  
312 595-7260  
Ownership: Alliant Insurance Services, Inc. -  
100%

**USER INFORMATION :**

Project  
Manager: 12460 - Risk Management  
42 West Madison Street  
Chicago, IL 60602  
Lorden, Ellen C  
773-553-2560

**TERM:**

The term of this agreement shall commence on March 1, 2022 and shall end February 28, 2025. 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:**

Mesirow Insurance Services, Inc. will provide insurance brokerage services, including placement of the following: excess property and casualty (liability), boiler and machinery, special events, fiduciary, student catastrophic, and cyber insurance programs, and any additional coverage as requested. Mesirow will analyze Board operations and claims' loss experience, develop insurance specifications, prepare marketing submissions, seek quotes from viable insurance markets, negotiate modifications, as well as

bind and place insurance programs. Mesirow will support Risk Management with loss trending and forecasting services, contractual risk transfer assistance, certificate of insurance, loss control consulting upon request, actuarial services upon request, and other insurance broker services as needed.

**DELIVERABLES:**

Mesirow Insurance Services, Inc will

1. Prepare strategic analysis prior to entering the insurance market annually.
2. Submit underwriting proposals within timeframe to meet Board deadlines.
3. Bind and place insurance coverage upon Board approval.
4. Identify entities that may benefit from the placement of each program, as well as any commissions, contingencies, wholesale commissions, reinsurance, etc.
5. Validate invoices and premium adjustments with negotiated insurance wording.
6. Review binders, policies and endorsements to verify compliance with specifications as well as accuracy.
7. Issue endorsements and insurance certificates as required.
8. Provide annual stewardship report.
9. Provide access to Succeed System at no additional cost.
10. Prepare actuarial reports upon request.
11. Establish written claims reporting procedures.
12. Provide annual report for Charter School insurance analysis.
13. Provide loss control services, upon request, for an additional cost.

**OUTCOMES:**

Vendor's services will result in the most comprehensive, cost-effective insurance program available.

**COMPENSATION:**

Mesirow Insurance Services, Inc. shall be paid annual brokerage administrative fees for the (3) year term which includes a broker fee, consulting fee, and loss control services, upon request. Upon request, Loss Control services and other consulting services which will not exceed \$698,750 for the three year term.

**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 Financial Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Program for Minority and Women-Owned Business Enterprise Participation in Goods and Services Contracts (M/WBE Program), the goals for this contract are 30% MBE and 7% WBE. The Office of Business Diversity has granted a partial waiver and the Prime vendor has committed to the participation goals of 30% MBE and 7% WBE of applicable spend. The vendor has scheduled the following firms:

Total MBE: 30%  
CS Insurance Services, Inc.  
150 N. Michigan Ave. #2400  
Chicago, IL 60601  
Ownership: Charles Smith

Insurers Review Services, Inc.  
225 N. Michigan Ave. #902  
Chicago, IL 60601  
Ownership: Alvin Robinson

Total WBE: 7%  
Eagleone Case Management Services, Inc.  
760 Village Center Dr., Ste. 250  
Burr Ridge, IL 60527  
Ownership: Elizabeth Rodriguez-Spreck

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 210  
Risk Management - Unit 12460  
FY23 - \$213,250  
FY24 - \$213,250  
FY25 - \$216,250  
Not to exceed \$698,750 for the three (3) 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.

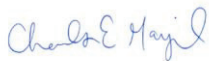
Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their 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.

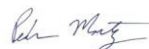
Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:




CHARLES E. MAYFIELD  
Interim Chief Procurement Officer

Approved:



PEDRO MARTINEZ  
Chief Executive Officer

Approved as to Legal Form: 

JOSEPH T. MORIARTY  
General Counsel