

SOLE SOURCE AFFIDAVIT

Before me, the undersigned official, on this day, personally appeared, a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

1. My name is Jennifer Eastman, and I am over the age of 18, have never been convicted of a crime and am competent to make this affidavit.
2. I am an authorized representative of Data Recognition Corporation.
3. Data Recognition Corporation is the sole source of the products listed on Attachment 1 which is made part of this Affidavit.
4. The products and services listed on Attachment 1 are precluded from competitive procurement by the existence of a copyright which qualifies our firm as a sole source supplier.

COMPANY:	Data Recognition Corporation (dba DRC and DRC CTB)
ADDRESS:	13490 Bass Lake Road
CITY, STATE, ZIP CODE:	Maple Grove MN 55311
TELEPHONE NUMBER:	(800) 538-9547
FAX NUMBER:	(800) 282-0266
CONTACT NAME:	Customer Service
WEB ADDRESS:	www.datarecognitioncorp.com
EMAIL:	Shelfcustomerservice@datarecognitioncorp.com
FEDERAL TAX ID NUMBER:	41-1810970




Authorized Signatory

Jennifer Eastman, General Counsel
Senior Vice President-Contract Management January 12, 2023

Print Name and Title Date

This document must be notarized.

SUBSCRIBED AND SWORN to before me on this 12^h day of January 2023.



NOTARY PUBLIC
Daniel A. Hetman
PRINT NAME
1-31-23
MY COMMISSION EXPIRES



CITY COLLEGES OF CHICAGO
Community College District No. 508 ("CCC")
ECONOMIC DISCLOSURE
STATEMENT AND AFFIDAVIT

SECTION I -- GENERAL INFORMATION

A. Legal name of Disclosing Party submitting this EDS. Include d/b/a/ if applicable:

Data Recognition Corporation

Check ONE of the following three boxes:

Indicate whether Disclosing Party submitting this EDS is:

1. the Applicant

OR

2. a legal entity holding a direct or indirect interest in the Applicant. State the legal name of the Applicant in which Disclosing Party holds an interest:

OR

3. a specified legal entity with a right of control (see Section II.B.1.b.). State the legal name of the entity in which Disclosing Party holds a right of control:

B. Business address of Disclosing Party:

13490 Bass Lake Road
Maple Grove, MN 55311

C. Telephone: 763.268.2000 Fax: 763.268.3000 Email: shelf@datarecognition.com
cds

D. Name of contact person: _____

E. Federal Employer Identification No. (if you have one): _____

F. Brief description of contract, transaction or other undertaking (referred to below as the "Matter") to which this EDS pertains. (Include project number and location of property, if applicable):

TABE assessment tests

SECTION II -- DISCLOSURE OF OWNERSHIP INTERESTS

A. NATURE OF DISCLOSING PARTY

1. Indicate the nature of the Disclosing Party:

- | | | | |
|----------------------------------|--|---|--------------------------------|
| <input type="radio"/> | Individual | <input type="radio"/> | Limited liability company* |
| <input type="radio"/> | Publicly registered business corporation | <input type="radio"/> | Limited liability partnership* |
| <input checked="" type="radio"/> | Privately held business corporation | <input type="radio"/> | Joint venture* |
| <input type="radio"/> | Sole proprietorship | <input type="radio"/> | Not-for-profit corporation |
| <input type="radio"/> | General partnership* | (Is the not-for-profit corporation also a 501(c)(3))? | |
| <input type="radio"/> | Limited partnership* | <input type="checkbox"/> | Yes |
| <input type="radio"/> | Trust | <input type="checkbox"/> | No |
| | | <input type="radio"/> | Other (please specify) |

* Note and complete B.1.b below.

2. For legal entities, the state (or foreign country) of incorporation or organization, if applicable:

Minnesota

3. For legal entities not organized in the State of Illinois: Has the organization registered to do business in the State of Illinois as a foreign entity? Yes No N/A

B. IF THE DISCLOSING PARTY IS A LEGAL ENTITY:

1.a. List below the full names and titles of all executive officers and all directors of the entity. For not-for-profit corporations, also list below all members, if any, that are legal entities. If there are no such members, write "no members." For trusts, estates or other similar entities, list below the legal titleholder(s).

Name	Title
Russ Hagen	Founder
Susan Engobester	CEO + President
Larry Wittnebel	CEO + Director
Sandra Woese	Exec VP Bus Dev. + Corporate Secretary

1.b. If you checked "General partnership," "Limited partnership," "Limited liability company," "Limited liability partnership" or "Joint venture" in response to Item A.1. above (Nature of Disclosing Party), list below the name and title of each general partner, managing member, manager or any other person or entity that controls the day-to-day management of the Disclosing Party. NOTE: Each legal entity listed below must submit an EDS on its own behalf.

Name	Title
N/A	

2. Please provide the following information concerning each person or entity having a direct or indirect beneficial interest (including ownership) in excess of 7.5% of the Disclosing Party. Examples of such an interest include shares in a corporation, partnership interest in a partnership or joint venture, interest of a member or manager in a limited liability company, or interest of a beneficiary of a trust, estate or other similar entity whether held in its or their own name or through intermediaries or nominees. **If none, state "None."**

NOTE: CCC may require any such additional information from any applicant which is reasonably intended to achieve full or additional disclosure of ownership.

Name	Business Address	Percentage Interest in the Disclosing Party
Russ Hagen	13490 Bass Lake Road	45%
Susan Geleiter	Maple Grove, MN 55311	55%

(Add sheets if necessary)

SECTION III – COMPLIANCE WITH CCC ETHICS POLICY

The CCC Ethics Policy imposes certain duties and obligations on persons or entities seeking CCC contracts, work, business, or transactions. The full text of CCCs Ethics Policy and a training program is available on line at http://www.ccc.edu/files/Ethics_Policy.pdf and may also be obtained from CCC Ethics Office at 180 N Wabash Ave, 3rd Floor, Chicago, Illinois, 60601.

By signing this EDS, the Disclosing Party certifies that it and its officers, agents and employees have not by action or omission, breached the CCC Ethics Policy or induced, caused to result in or caused a breach of CCC Ethics Policy by a CCC officer, contractor, agent or employee and will not do so.

SECTION IV – DISCLOSURE OF SUBCONTRACTORS AND OTHER RETAINED PARTIES

On the next page, the Disclosing Party must disclose the name and business address of each subcontractor, attorney, lobbyist, accountant, or consultant whom the Disclosing Party has retained or expects to retain in connection with the Matter and any other person who will be paid a fee for communicating with CCC employees of officials when such communications are intended to influence the issuance of a contract or lease, as well as the nature of the relationship, and the total amount of the fees paid or estimated to be paid. The Disclosing Party is not required to disclose employees other than Lobbyists who are paid solely through the Disclosing Party's regular payroll. **"Lobbyist"** means any person or entity who undertakes to influence any legislative or administrative action on behalf of any person or entity other than: (1) a not-for-profit entity, on an unpaid basis, or (2) himself. **"Lobbyist"** also means any person or entity any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action.

If the Disclosing Party is uncertain whether a disclosure is required under this Section, the Disclosing Party must either ask the CCC whether disclosure is required or make the disclosure. (Add sheets if necessary)

Name (indicate whether retained or anticipated to be retained)	Business Address	Relationship to Disclosing Party (subcontractor, attorney, lobbyist, etc.)	Fees (indicate whether paid or estimated)
---	---------------------	---	--

N/A

Check here if the Disclosing party has not retained, nor expects to retain, any such persons or entities.

SECTION V -- CERTIFICATIONS

A. COURT-ORDERED CHILD SUPPORT COMPLIANCE

Substantial owners of business entities that contract with CCC must remain in compliance with their child support obligations throughout the term of the contract.

Has any person who directly or indirectly owns 10% or more of the Disclosing Party been declared in arrearage on any child support obligations by any Illinois court of competent jurisdiction?

Yes No No person owns 10% or more of the Disclosing Party.

If "Yes," has the person entered into a court-approved agreement for payment of all support owed and is the person in compliance with that agreement?

Yes No

All of the Contractor's Substantial Owners who directly or indirectly owns 10% or more of the Contractor must remain in compliance with any such child support obligations (1) throughout the term of the contract and any extensions thereof; or (2) until the performance of the contract is completed, as applicable. Failure of Contractor's Substantial Owners to remain in compliance with their child support obligations in the manner set forth in either 1 or 2 constitutes an event of default.

B. CERTAIN OFFENSES INVOLVING CCC AND SISTER AGENCIES

1. Neither the Disclosing Party nor any Controlling Person (as defined below) of the Disclosing Party has ever been convicted or in custody, under parole or under any other non-custodial supervision resulting from a conviction in a court of any jurisdiction for the commission of a felony of any kind, or of a criminal offense of whatever degree, involving;
 - (a) bribery or attempted bribery, or its equivalent under any local, state or federal law, of any public officer or employee of the CCC or of any Sister Agency (as defined below); or
 - (b) theft, fraud, forgery, perjury, dishonesty or deceit, or attempted theft, fraud, forgery, perjury, dishonesty or deceit, or its equivalent under any local, state or federal law, against the CCC or any Sister Agency; or
 - (c) conspiring to engage in any of the acts set forth in items (a) or (b) of this Section V.B.1
2. Neither the Disclosing Party nor any Controlling Person of the Disclosing Party has made in any civil or criminal proceeding an admission of guilt of any of the conduct set forth in items (a) through (c), inclusive, of Section V.B.1 above, under circumstances where such admission of guilt is a matter of record but has not resulted in criminal prosecution for such conduct.
3. Neither the Disclosing Party nor any Controlling Person of the Disclosing Party is charged with or

indicted for any felony or criminal offense set forth in items (a) through (c), inclusive, of Section V.B.1 above.

As used in this Section V.B, "**Controlling Person**" means any person who (1) is an officer, director, limited liability company manager, managing member, partner, general partner or limited partner of any business entity; or (2) owns, directly or indirectly through one or more intermediate ownership entities, more than 7.5% of the ownership interest in any business entity; or (3) controls, directly or indirectly through one or more intermediate ownership entities, the day-to-day management of any business entity. Indicia of control include, without limitation:

- interlocking management or ownership; identity of interests among family members;
- shared facilities and equipment;
- common use of employees; or
- organization of a business entity following the ineligibility of a business entity under this section, using substantially the same management, ownership or principals as the ineligible entity.

As used in this Section V.B., "**Sister Agency**" means (1) the Board of Education of the City of Chicago; (2) Chicago Park District; (3) Chicago Transit Authority; (4) the City of Chicago; (5) Chicago Housing Authority; or (6) the Public Building Commission of Chicago.

C. FURTHER CERTIFICATIONS

1. The Disclosing Party and, if the Disclosing Party is a legal entity, all of those persons or entities identified in Section II.B.1. of this EDS:
 - a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
 - b. have not, within a five-year period preceding the date of this EDS, been convicted of a criminal offense, adjudged guilty, or had a civil judgment rendered against them in connection with: obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; a violation of federal or state antitrust statutes; fraud; embezzlement; theft; forgery; bribery; falsification or destruction of records; making false statements; or receiving stolen property;
 - c. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in clause C.1.b. of this Section V;
 - d. have not, within a five-year period preceding the date of this EDS, had one or more public transactions (federal, state or local) terminated for cause or default; and
 - e. have not, within a five-year period preceding the date of this EDS, been convicted, adjudged guilty, or found liable in a civil proceeding, or in any criminal or civil action, including actions concerning environmental violations, instituted by the federal government, any state, or any other unit of local government.
2. The certifications in subparts 3, 4 and 5 of this Section V.C., concern:
 - the Disclosing Party;
 - any "**Applicable Party**" (meaning any party participating in the performance of the Matter, including but not limited to any persons or legal entities disclosed under Section IV, "Disclosure of Subcontractors and Other Retained Parties");

• any "**Affiliated Entity**" (meaning a person or entity that, directly or indirectly: controls the Disclosing Party, is controlled by the Disclosing Party, or is, with the Disclosing Party, under common control of another person or entity. Indicia of control include, without limitation:

- interlocking management or ownership; identity of interests among family members, shared facilities and equipment;
 - common use of employees;
 - or organization of a business entity following the ineligibility of a business entity to do business with federal or state or local government, including CCC, using substantially the same management, ownership, or principals as the ineligible entity);
 - with respect to Applicable Parties, the term Affiliated Entity means a person or entity that directly or indirectly controls the Applicable Party, is controlled by it, or, with the Applicable Party, is under common control of another person or entity;
- any responsible official of the Disclosing Party, any Applicable Party or any Affiliated Entity or any other official, agent or employee of the Disclosing Party, any Applicable Party or any Affiliated Entity, acting pursuant to the direction or authorization of a responsible official of the Disclosing Party, any Applicable Party or any Affiliated Entity (collectively "**Agents**").

3. Neither the Disclosing Party, nor any Applicable Party, nor any Affiliated Entity of either the Disclosing Party or any Applicable Party nor any Agents have, during the five years before the date this EDS is signed, or, with respect to an Applicable Party, an Affiliated Entity, or an Affiliated Entity of an Applicable Party during the five years before the date of such Applicable Party's or Affiliated Entity's contract or engagement in connection with the Matter:
 - a. bribed or attempted to bribe, or been convicted or adjudged guilty of bribery or attempting to bribe, a public officer or employee of the CCC, the State of Illinois, or any agency of the federal government or of any state or local government in the United States of America, in that officer's or employee's official capacity;
 - b. agreed or colluded with other bidders or prospective bidders, or been a party to any such agreement, or been convicted or adjudged guilty of agreement or collusion among bidders or prospective bidders, in restraint of freedom of competition by agreement to bid a fixed price or otherwise; or
 - c. made an admission of such conduct described in a. or b. above that is a matter of record, but have not been prosecuted for such conduct.
4. Neither the Disclosing Party, Affiliated Entity or Applicable Party, or any of their employees, officials, agents or partners, is barred from contracting with any unit of state or local government as a result of engaging in or being convicted of (1) bid-rigging in violation of 720 ILCS 5/33E-3; (2) bid-rotating in violation of 720 ILCS 5/33E-4; or (3) any similar offense of any state or of the United States of America that contains the same elements as the offense of bid-rigging or bid-rotating.
5. Neither the Disclosing Party, Affiliated Entity or Applicable Party is listed on any of the following lists maintained by the Office of Foreign Assets Control of the U.S. Department of the Treasury or the Bureau of Industry and Security of the U.S. Department of Commerce or their successors: the Specially Designated Nationals List, the Denied Persons List, the Unverified List, the Entity List and the Debarred List.
6. The Disclosing Party understands and shall comply with all the applicable rules and regulations of the Board of Trustees of CCC now in effect or hereafter adopted by the Board.
7. If the Disclosing Party is unable to certify to any of the above statements in Parts V.B. (Certain Offenses

Involving CCC and Sister Agencies) or V.C. (Further Certifications), the Disclosing Party must explain below:

If the letters "NA," the word "None," or no response appears on the lines above, it will be conclusively presumed that the Disclosing Party certified to the above statements.

D. CERTIFICATION OF STATUS AS FINANCIAL INSTITUTION

For purposes of this Part D, under the Municipal Code of Chicago ("CMC") Section 2-32-455(b), the term "financial institution" means a bank, savings and loan association, thrift, credit union, mortgage banker, mortgage broker, trust company, savings bank, investment bank, securities broker, municipal securities broker, securities dealer, municipal securities dealer, securities underwriter, municipal securities underwriter, investment trust, venture capital company, bank holding company, financial services holding company, or any licensee under the Consumer Installment Loan Act, the Sales Finance Agency Act, or the Residential Mortgage Licensing Act. However, "financial institution" specifically shall not include any entity whose predominant business is the providing of tax deferred, defined contribution, pension plans to public employees in accordance with Sections 403(b) and 457 of the Internal Revenue Code. (Additional definitions may be found in CMC Section 2-32-455(b).)

1. CERTIFICATION

The Disclosing Party certifies that the Disclosing Party (check one)

is is not

a "financial institution" as defined in Section 2-32-455(b) of the CMC.

2. If the Disclosing Party IS a financial institution, then the Disclosing Party pledges:

"We are not and will not become a predatory lender as defined in Chapter 2-32 of the CMC. We further pledge that none of our affiliates is, and none of them will become, a predatory lender as defined in Chapter 2-32 of the CMC. We understand that becoming a predatory lender or becoming an affiliate of a predatory lender may result in the loss of the privilege of doing business with the CCC.

If the Disclosing Party is unable to make this pledge because it or any of its affiliates (as defined in Section 2-32-455(b) of the CMC) is a predatory lender within the meaning of Chapter 2-32 of the CMC, explain here (attach additional pages if necessary):

If the letters "NA," the word "None," or no response appears on the lines above, it will be conclusively presumed that the Disclosing Party certified to the above statements.

E. CERTIFICATION REGARDING INTEREST IN CCC BUSINESS

Any words or terms that are defined in CCC Ethics Policy have the same meanings when used in this Part E.

1. In accordance with CCC Ethics Policy: To the best of your knowledge after diligent inquiry does any Board Member, official or employee of CCC have a "special interest" in his or her own name or in the name of any other person or entity in the Matter?

Yes No

NOTE: If you checked "Yes" to Item E.1., proceed to Items E.2. and E.3. If you checked "No" to Item

E.1., proceed to E.4.

2. Unless sold pursuant to a process of competitive bidding following public notice, no employee or Board member shall have a financial interest in the purchase of any property that belongs to the Board. Before participating in the competitive process, the employee or Board member shall disclose his financial interest.

Does the Matter involve a CCC Property Sale? Yes No

3. If you checked "Yes" to Item E.1., provide the names and business addresses of the CCC officials or employees having such interest and identify the nature of such interest:

Name	Business Address	Nature of Interest
N/A		

4. No employee or spouse of any employee, or entity in which an employee or his or her spouse has a financial interest, has applied for, solicited, accepted or received a loan of any amount from the Disclosing Party, any Applicable Party or any Affiliated Entity; provided, however, that nothing in this section prohibits application for, solicitation for, acceptance of or receipt of a loan from a financial lending institution, if the loan is negotiated at arm's length and is made at a market rate in the ordinary course of the lender's business.

Yes No

N/A

5. If you checked "Yes" to Item E.4., provide the names and addresses of the CCC officials or employees who applied for, solicited, accepted or received such loan:

Name	Business Address	Amount of loan
N/A		

6. The Disclosing Party further certifies that no prohibited financial or special interest in the Matter will be acquired by any CCC official or employee.

SECTION VI -- ACKNOWLEDGMENTS, CONTRACT INCORPORATION, COMPLIANCE, PENALTIES, DISCLOSURE

A. The Disclosing Party understands and agrees that:

1. By completing and filing this EDS, the Disclosing Party acknowledges, on behalf of itself and the persons or entities named in this EDS, that the CCC may investigate the creditworthiness of and the information provided about some or all of the persons or entities named in this EDS.
2. The certifications, disclosures, and acknowledgments contained in this EDS will become part of any contract or other agreement between the Applicant and the CCC in connection with the Matter, whether procurement or other CCC action, and are material inducements to the CCC's execution of any contract or taking other action with respect to the Matter. The Disclosing Party understands that it must comply with all statutes, ordinances, and regulations on which this EDS is based.
3. If CCC determines that any information provided in this EDS is false, incomplete or inaccurate, any contract or other agreement in connection with which it is submitted may be rescinded or be void or voidable, and CCC may pursue any remedies under the contract or agreement (if not rescinded, void

or voidable), at law, or in equity, including terminating the Disclosing Party's participation in the Matter and/or declining to allow the Disclosing Party to participate in other transactions with CCC..

4. CCC may make this document available to the public on its Internet site and/or upon request. Some or all of the information provided on this EDS and any attachments to this EDS may be made available to the public on the Internet, in response to a Freedom of Information Act request, or otherwise. By completing and signing this EDS, the Disclosing Party waives and releases any possible rights or claims which it may have against CCC in connection with the public release of information contained in this EDS and also authorizes CCC to verify the accuracy of any information submitted in this EDS.
5. The information provided in this EDS must be kept current. In the event of changes, the Disclosing Party must supplement this EDS up to the time the CCC takes action on the Matter. If the Matter is a contract or other agreement being entered into by the CCC's Board of Trustees, the Disclosing Party must also update this EDS as the contract or agreement requires.

B. The Disclosing Party represents and warrants that:

1. The Disclosing Party has not withheld or reserved any disclosures as to economic interests in the Disclosing Party, or as to the Matter, or any information required by this Disclosure Affidavit.

For purposes of the certifications in VI.B.2. and B.3., the term "**affiliate**" means any person or entity that, directly or indirectly: controls the Disclosing Party, is controlled by the Disclosing Party, or is, with the Disclosing Party, under common control of another person or entity. Indicia of control include, without limitation: interlocking management or ownership; identity of interests among family members; shared facilities and equipment; common use of employees; or organization of a business entity following the ineligibility of a business entity to do business with the federal government or a state or local government, including CCC, using substantially the same management, ownership, or principals as the ineligible entity.
2. The Disclosing Party is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, nor are the Disclosing Party or its affiliates delinquent in paying any fine, fee, tax or other charge owed to CCC or a Sister Agency (as defined in Section V,B). This includes, but is not limited to, all water charges, sewer charges, license fees, parking tickets, property taxes or sales taxes.
3. If the Disclosing Party is the Applicant, the Disclosing Party and its affiliates will not use, nor permit their subcontractors to use, any facility on the U.S. EPA's List of Violating Facilities in connection with the Matter for the duration of time that such facility remains on the list.
4. If the Disclosing Party is the Applicant, the Disclosing Party will obtain from any contractors/subcontractors hired or to be hired in connection with the Matter certifications equal in form and substance to those contained in this Disclosure Affidavit and will not, without the prior written consent of the CCC, use any such contractor/subcontractor that does not provide such certifications or that the Disclosing Party has reason to believe has not provided or cannot provide truthful certifications.

NOTE: If the Disclosing Party cannot certify as to any of the items in VI.B.2., B.3. or B.4. above, an explanatory statement must be attached to this EDS.

CERTIFICATION

Under penalty of perjury, the person signing below: (1) warrants that he/she is authorized to execute this EDS on behalf of the Disclosing Party, and (2) warrants that all certifications and statements contained in this EDS are true, accurate and complete as of the date furnished to the CCC.

Date: May 8, 2020

Data Recognition Corporation

(Print or type name of Disclosing Party)

By: Jennifer Eastman

(sign here)

Jennifer Eastman

(Print or type name of person signing)

General Counsel

(Print or type title of person signing)

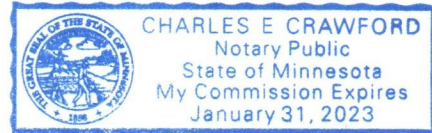
State of Minnesota

County of Hennepin

Signed and sworn to before me on (date) May 8, 2020, by Jennifer Eastman.

Charles Crawford Notary Public.

Commission expires: January 31, 2023



2023 TABE[®] Unlimited Usage

Ship to

Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Shipping Address: _____
 City: Chicago
 State: IL Zip Code: _____
 Phone: _____
 Email Address: efitzmaurice@ccc.edu

Bill to

Same as Ship to
 Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Billing Address: _____
 City: Chicago
 State: IL
 Phone: _____
 Email: efitzmaurice@ccc.edu

TABE Online, Workforce Reports

TABE 11&12 ONLINE SUB-TEST ADMINISTRATIONS

QTY	ISBN	Quantity Break	Item Description	UNIT	Price	Total
Unlimited	C8727300	Unlimited	TABE Online Sub-Test Administrations	Each	\$53,000.00	\$53,000.00
Please attach purchase order and any special billing forms. Applicable state and local taxes are prepaid and will be added to your invoice. This is an estimated pricing quote only.					Grand Total:	\$53,000.00

Phone: 800-538-9547 Fax: 800-282-0266

Email: ShelfCustomerService@DataRecognitionCorp.com

Order Form Privacy Statement: DRC shall have the right to use student personal information and data and Licensee Information for research purposes for development of assessment tests, statistical analysis and norms and other research purposes (collectively "Research"), provided that students' identifiable information will be used only in the aggregate so the privacy of the individual's such information will be maintained.

Customer Privacy Notice: DRC respects your privacy. We use your contact information to fulfill your requests and service your account. Your information is located in a secure database in the U.S. and access is limited to authorized persons. You may contact DRC, 13490 Bass Lake Road, Maple Grove, MN 55311 or call 1.800.538.9547 to Opt Out, review your data or ask questions. For more information about Data Recognition Corporation's Privacy Policy, visit our website at www.datarecognitioncorp.com/Pages/privacy.aspx.



2024 TABE[®] Unlimited Usage

Ship to

Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Shipping Address: _____
 City: Chicago
 State: IL Zip Code: _____
 Phone: _____
 Email Address: efitzmaurice@ccc.edu

Bill to

Same as Ship to
 Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Billing Address: _____
 City: Chicago
 State: IL
 Phone: _____
 Email: efitzmaurice@ccc.edu

TABE Online, Workforce Reports

TABE 11&12 ONLINE SUB-TEST ADMINISTRATIONS

QTY	ISBN	Quantity Break	Item Description	UNIT	Price	Total
Unlimited	C8727300	Unlimited	TABE Online Sub-Test Administrations	Each	\$65,000.00	\$65,000.00
Please attach purchase order and any special billing forms. Applicable state and local taxes are prepaid and will be added to your invoice. This is an estimated pricing quote only.					Grand Total:	\$65,000.00

Phone: 800-538-9547 Fax: 800-282-0266

Email: ShelfCustomerService@DataRecognitionCorp.com

Order Form Privacy Statement: DRC shall have the right to use student personal information and data and Licensee Information for research purposes for development of assessment tests, statistical analysis and norms and other research purposes (collectively "Research"), provided that students' identifiable information will be used only in the aggregate so the privacy of the individual's such information will be maintained.

Customer Privacy Notice: DRC respects your privacy. We use your contact information to fulfill your requests and service your account. Your information is located in a secure database in the U.S. and access is limited to authorized persons. You may contact DRC, 13490 Bass Lake Road, Maple Grove, MN 55311 or call 1.800.538.9547 to Opt Out, review your data or ask questions. For more information about Data Recognition Corporation's Privacy Policy, visit our website at www.datarecognitioncorp.com/Pages/privacy.aspx.



2025 TABE[®] Unlimited Usage

Ship to

Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Shipping Address: _____
 City: Chicago
 State: IL Zip Code: _____
 Phone: _____
 Email Address: efitzmaurice@ccc.edu

Bill to

Same as Ship to
 Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Billing Address: _____
 City: Chicago
 State: IL
 Phone: _____
 Email: efitzmaurice@ccc.edu

TABE Online, Workforce Reports

TABE 11&12 ONLINE SUB-TEST ADMINISTRATIONS

QTY	ISBN	Quantity Break	Item Description	UNIT	Price	Total
Unlimited	C8727300	Unlimited	TABE Online Sub-Test Administrations	Each	\$77,000.00	\$77,000.00
Please attach purchase order and any special billing forms. Applicable state and local taxes are prepaid and will be added to your invoice. This is an estimated pricing quote only.					Grand Total:	\$77,000.00

Phone: 800-538-9547 Fax: 800-282-0266

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2026 TABE[®] Unlimited Usage

Ship to

Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Shipping Address: _____
 City: Chicago
 State: IL Zip Code: _____
 Phone: _____
 Email Address: efitzmaurice@ccc.edu

Bill to

Same as Ship to
 Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Billing Address: _____
 City: Chicago
 State: IL
 Phone: _____
 Email: efitzmaurice@ccc.edu

TABE Online, Workforce Reports

TABE 11&12 ONLINE SUB-TEST ADMINISTRATIONS

QTY	ISBN	Quantity Break	Item Description	UNIT	Price	Total
Unlimited	C8727300	Unlimited	TABE Online Sub-Test Administrations	Each	\$87,000.00	\$87,000.00
Please attach purchase order and any special billing forms. Applicable state and local taxes are prepaid and will be added to your invoice. This is an estimated pricing quote only.					Grand Total:	\$87,000.00

Phone: 800-538-9547 Fax: 800-282-0266

Email: ShelfCustomerService@DataRecognitionCorp.com

Order Form Privacy Statement: DRC shall have the right to use student personal information and data and Licensee Information for research purposes for development of assessment tests, statistical analysis and norms and other research purposes (collectively "Research"), provided that students' identifiable information will be used only in the aggregate so the privacy of the individual's such information will be maintained.

Customer Privacy Notice: DRC respects your privacy. We use your contact information to fulfill your requests and service your account. Your information is located in a secure database in the U.S. and access is limited to authorized persons. You may contact DRC, 13490 Bass Lake Road, Maple Grove, MN 55311 or call 1.800.538.9547 to Opt Out, review your data or ask questions. For more information about Data Recognition Corporation's Privacy Policy, visit our website at www.datarecognitioncorp.com/Pages/privacy.aspx.



2027 TABE[®] Unlimited Usage

Ship to

Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Shipping Address: _____
 City: Chicago
 State: IL Zip Code: _____
 Phone: _____
 Email Address: efitzmaurice@ccc.edu

Bill to

Same as Ship to
 Name: Emily Anderson
 Organization Name: City Colleges of Chicago
 Billing Address: _____
 City: Chicago
 State: IL
 Phone: _____
 Email: efitzmaurice@ccc.edu

TABE Online, Workforce Reports

TABE 11&12 ONLINE SUB-TEST ADMINISTRATIONS

QTY	ISBN	Quantity Break	Item Description	UNIT	Price	Total
Unlimited	C8727300	Unlimited	TABE Online Sub-Test Administrations	Each	\$102,000.00	\$102,000.00
Please attach purchase order and any special billing forms. Applicable state and local taxes are prepaid and will be added to your invoice. This is an estimated pricing quote only.					Grand Total:	\$102,000.00

Phone: 800-538-9547 Fax: 800-282-0266

Email: ShelfCustomerService@DataRecognitionCorp.com

Order Form Privacy Statement: DRC shall have the right to use student personal information and data and Licensee Information for research purposes for development of assessment tests, statistical analysis and norms and other research purposes (collectively "Research"), provided that students' identifiable information will be used only in the aggregate so the privacy of the individual's such information will be maintained.

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Below are the following Sole Source/Bid Waiver Criteria. If your purchase does meet any of the following criteria, please complete the form and submit to Procurement Services at solesource@ccc.edu

What is a Sole Source Procurement?

A “sole source” procurement can be defined as any contract entered into without a competitive process, based on a justification that only one known source exists or that only one single supplier can fulfill the requirement. Although CCC generally does not permit non-competitive procurements by statute, exceptions are allowed where competition is not feasible. Even though the procurement isn’t competed, you still need to maintain a history of the process. It will be especially important for you to document the circumstances and rationale for not competing the solicitation. This form is used for this documentation.

Examples of acceptable exceptions from the competitive procurement process may include (but are not limited to):

- ◆ Only one known source exists for supplies of services or products as determined by documented research.
- ◆ No other reasonable alternative source exists that meets the CCC requirements.
- ◆ Only one source meets the business needs of the CCC (e.g., compatibility, unique feature to meet CCC’s business need, etc.)
- ◆ Procurement of public utility services.

What’s not a Sole Source Procurement?

- A CCC requirement for a particular proprietary product or service does not automatically justify a sole source procurement if there is more than one potential bidder or offeror for that item.
- A CCC preference for a specific brand or name product does not justify a sole source procurement.
- A good’s or service’s “uniqueness” alone may not qualify the producer or supplier of the good or service as a sole provider.

Why are you requesting a Sole Source Waiver?

Check the reason below explaining why you are requesting a Sole Source/Bid Waiver for this purchase:

- Only one known source that can provide the commodity or service.
- Procurement of public utility services
- Compatibility (e.g., a public safety, CCC requiring a specific piece of equipment to be compatible with an existing equipment system)
- Limited or proprietary systems (i.e. additional licenses, updates, specialized replacement parts, etc.)
- A professional expert is requested.
- Sales territories or product availability within limited geographic boundaries.
- Other

Business Rationale

1. Provide a detailed explanation of the need for the supplies or services:

The TABE test is the Illinois Community College Board (ICCB) mandated test for placing Adult Education students in Adult Education GED classes. Students are required to have a pre and post-test.

2. What are the unique features of the supplies or services that are not available in any other product or by any other vendor?
Provide specific, quantifiable factors/qualifications:

The TABE test is the ICCB established test for accessing student academic level for placement, and is only available from DRC.

3. If professional services, what are the unique qualifications the vendor possess?
Provide specific, measureable factors/qualifications:

TABE scores align with the National Reporting System (NRS) outcome-based reporting system for federally funded adult education programs.

4. Were alternative supplies or services evaluated? Yes No
a. If yes, what were they and why were they unacceptable? If no, why were alternatives not evaluated?
Please be specific with regard to features, characteristics, requirements, capabilities and compatibility:

The TABE test is mandated by ICCB to place Adult Education students in Adult Education classes is only available from a single source.

5. What efforts were made to get the best possible price?

We purchase in an unlimited access license in order to get the volume of tests we need at the best price.

6. Will this purchase obligate the CCC to this vendor for future purchases such as maintenance, licensing or continuing needs?
 Yes No If yes, please provide details regarding future obligations and/or needs:

7. Why is the price for this purchase considered to be fair and reasonable?

Purchasing an unlimited license for the year allows us to get the best price for the volume of tests we need.

8. If this is a renewal, describe why circumstances are such that competitive selection is still not an alternative since awarding the original contract:




DRC is the only provider of the TABE test which is required by ICCB.

9. What will be the financial or other impact to the CCC if this sole source is not approved and a competitive bid is required?

Inability to properly assess student academic level and properly place students in classes to accelerate the obtainment of the High School Equivalency certificate resulting in delayed academic progress and loss of enrollment in CCC credit and workforce programs. CCC will also not be in compliance with ICCB and OCTAE standards and we will not meet post-test and level gain targets.

Department/College Representative Signature Required

I know and understand the contents of this Sole Source /Bid Waiver Justification and attest that all statements are true and correct.

DocuSigned by:  Department/College Representative Signature	Printed Name Emily Anderson	Date 3/29/2023 3:09:57 PM CDT
DocuSigned by:  Department/College Representative Signature	Printed Name _____	Date 3/29/2023 6:22:11 PM CDT
DocuSigned by:  VC/ College President Signature	Printed Name _____	Date 3/31/2023 11:31:30 AM CDT
_____ Procurement Approval and Signature Required	Printed Name _____	Date _____



March 27, 2023

City Colleges of Chicago
Chicago, Illinois

Subject: City Colleges of Chicago Schedule D – Waiver Request

Re: Data Recognition Corporation Project: TABE 11 & 12 Online Unlimited
Assessments

To: City Colleges of Chicago Office of Chicago MBE/WBE

The undersigned respectfully requests a waiver as set forth in the Schedule D – Waiver Request which is filled out and attached to this letter.

The assessment services provided by Data Recognition Corporation are online tests and results. Data Recognition Corporation does not qualify as an MBE or a WBE. We are a sole source provider and have no subcontracting opportunities to be able to help participate.

We have submitted a Sole Source Affidavit and are appreciative of your efforts to make progress for MBE / WBE businesses.

Please let us know if you have any questions. Contact Michele Ruskowski at mruskowski@datarecognitioncorp.com if we can provide any further support.

Sincerely,



Jennifer Eastman

General Counsel
Data Recognition Corporation



SCHEDULE D—WAIVER REQUEST

NOTE: Please refer to the attached instructions regarding the Good Faith Efforts required to support a waiver request.

To: City Colleges of Chicago Office of M/WBE Contract Compliance

Re: **Request for waiver from the City Colleges of Chicago MBE/WBE Contract Participation Plan**

The undersigned respectfully requests a waiver of the City Colleges of Chicago's M/WBE Contract Participation Plan as detailed below. The request is made with the express understanding that the approval is not automatic and the circumstances and supporting documentation will be reviewed accordingly.

Project Name & Number: TABE 11+12 Online Unlimited Assessment

Type of waiver: Full MBE (25%) Partial MBE (percentage to be waived) %
 Full WBE (7%) Partial WBE (percentage to be waived) %

Reason for waiver:

- Sole Source Manufacturer & no subcontractors
- Distributor – No Subcontractors
- Limited subcontracting opportunities
- Other _____

Submitted by: Liz Swetman General Counsel
Name and Title of authorized representative

Best Recognition Corp
Name of Bidder/Proposer Company

For CCC use only:

Granted: Full MBE Partial MBE % Full WBE Partial WBE %

Denied: Insufficient supporting documentation Sufficient pool of direct M/WBE vendors

User Department concurrence (for scope issues): _____

CCO initials/date: _____ Compliance Director/date _____



SCHEDULE D—WAIVER REQUEST

NOTE: Please refer to the attached instructions regarding the Good Faith Efforts required to support a waiver request.

To: City Colleges of Chicago Office of M/WBE Contract Compliance

Re: **Request for waiver from the City Colleges of Chicago MBE/WBE Contract Participation Plan**

The undersigned respectfully requests a waiver of the City Colleges of Chicago’s M/WBE Contract Participation Plan as detailed below. The request is made with the express understanding that the approval is not automatic and the circumstances and supporting documentation will be reviewed accordingly.

Project Name & Number: TABE 11 & 12 Online Testing Administration Licenses

Type of waiver: Full MBE (25%) Partial MBE (percentage to be waived) _____%

 Full WBE (7 %) Partial WBE (percentage to be waived) _____%

Reason for waiver:

- Sole Source Manufacturer
- Distributor – No Subcontractors
- Limited subcontracting opportunities
- Other _____

Submitted by: Jennifer Eastman, General Counsel 

Name and Title of authorized representative

Data Recognition Corporation

Name of Bidder/Proposer Company

For CCC use only:

Granted: Full MBE Partial MBE _____% Full WBE Partial WBE _____%

Denied: Insufficient supporting documentation Sufficient pool of direct M/WBE vendors

User Department concurrence (for scope issues): _____

CCO initials/date: _____ Compliance Director/date _____

Attachment 1

Listed below are the products and tests for Data Recognition Corporation (“DRC”) is the sole source publisher:

DRC is the sole provider, publisher and holds the copyright for all editions of the following assessments for achievement, aptitude, adult basic skills, and other measures.

Early School Assessment

- InView™ (Gr 2-12)
- PTCS (Primary Test of Cognitive Skills™)

- TerraNova®, The Second Edition
- TerraNova®, The Third Edition
- TerraNova®, Plus Test
- SUPERA®

Language Assessment System™

- LAS Links™
- LAS Links Benchmark Assessments
- LAS Links Instructional Guidance
- LAS Links Placement Test
- LAS Links Español
- PreLAS® 2000
- PreLAS® 2000 Español

Tests of Adult Basic Education (TABE®) Including:

- Building Skills With TABE®, Second Edition
- Getting to Know TABE®
- TABE® Advanced Level Tests
- TABE® 9&10
- TABE® 11/12
- TABE CLAS-E™
- TABE® ESPANOL
- TABE PC® for Windows
- TestMate TABE® for Windows

Online Assessments Including:

- LAS Links® Online
- TABE® Online
- TerraNova® Online
- DRC BEACON

DRC INSIGHT – Proprietary Online Test Engine

Software Products Including:

- ReportMate Clarity™
- TestMate Clarity®

Scoring Services for Assessments - All

Test Assessing Secondary Completion (TASC™)

TerraNova® Assessment Series (CTBS®/5, CAT/6) Including:

- Test Assessing Secondary Completion™
- Test Assessing Secondary Completion
Readiness™