



Letter of Agreement

Date of Agreement: 4/21/2020
Client: Oak Park Elementary School District 97
Client Address: 260 Madison St, Oak Park, IL 60302

Effective Date: 5/1/2020
End Date: 4/30/2021

Agreement

This agreement "Agreement" between The Hanover Research Council LLC ("Hanover Research") and Client runs from the Effective Date to the End Date. Under this Agreement, Client has the authority to request research services on any topic (the "Research Services"), as well as the right to ask Hanover Research to expedite work of particular urgency.

All Research Services are available to Client on a subscription basis within the confines of a sequential research queue, in that Hanover will perform up to one (1) Research Services project at a time. Client shall, in its discretion, prioritize the research projects that form the basis of the Research Services as it deems appropriate. Research Services may include, but are not limited to: custom research reports; survey design, administration and analysis; interviews with industry/issue experts; secondary research; data analysis; and benchmarking (product/service comparison, key performance and efficiency metrics). Research Services will include custom projects to address issues related to equity and achievement, in light of commitments made in the District 97 Equity Policy, and also in light of the Board's decision to prioritize data and assessment during its strategic planning retreat. Finally, Research Services also include one (1) day of onsite focus group facilitation (maximum of three focus groups per day) or other onsite workshop.

This Agreement hereby incorporates by reference the following terms and conditions ("Terms") that are available for review by Client online at: <http://www.hanoverresearch.com/client-services-terms-conditions-education/>. Client's signature below shall be deemed its acceptance and acknowledgement of the Terms as they related to the Research Services.

Service Fee: \$60,000

Invoicing – Net 30
7/1/2020 - \$60,000

Client understands and agrees that there may from time to time be incidental costs not included in the Service Fee set forth above ("Additional Services"). Such Additional Services may include purchased database access, panel costs, survey incentives, translation costs, infographic development costs, postage/printing for mass mailings, etc. With prior written approval, Client agrees to pay for all such Additional Services to either Hanover or directly to such third party vendor if requested. If Additional Services are estimated to cost more than \$5,000, Client shall either (1) contract directly with the third party vendor(s) for such Additional Services, or (2) pre-pay to Hanover the estimated costs for the Additional Services prior to the project kick-off.

Confirmation

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement.

Oak Park Elementary School District 97

Hanover Research Council LLC

Signature: _____

Signature: _____

Date: _____

Date: _____