

Preliminary Request for Information About Your Software or Internet Product

Thank you for your interest in working with Waukegan Public Schools.

As you likely know, school districts across the nation face an increasingly high level of risk associated with information theft, malware, ransomware, spyware, and the like. For this reason, District personnel typically assess the possible risks associated with the proposed use of software or internet products/services.

To help us proceed in an efficient way, please complete this form.

1. The name of your firm:

2. The name of the relevant software or internet product(s):

3. The operator’s Terms of Use/Service (text or link)

4. The operator’s Privacy Policy (text or link)

5. Confirmation as to whether the operator will be collecting from the district “covered information” under the Illinois Student Online Personal Protection Act (SOPPA), 105 ILCS 85/5 et seq., found here <https://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=101-0516>:

Yes If this box is checked please visit <http://www.wps60.org> to fill our SOPPA
No addendum. If this box is checked no further action is needed.

6. Apart from “covered information” under SOPPA, a statement from the operator that clearly identifies the information that is to be collected directly from:
 - The District’s IT department

- Individual teachers and administrators

- Individual students

- Individual parents

7. A statement from the vendor that clearly identifies the vendor's practices/standards regarding cybersecurity.

8. Confirmation as to whether the operator is willing to consider modifying its standard Terms of Use/Service, relative to such boilerplate language as choice of law, court jurisdiction, arbitration, indemnity, and the like.

Yes

No

9. Confirmation as to whether the operator is willing to name the District as an insured party under the vendor's cybersecurity insurance, identical or similar to the coverage and limits laid out on the following page.

Yes

No

Once we get all of this information from you, we can work with our colleagues in Information Technology, Risk Management, and the Office of General Counsel to continue the purchasing process.

Waukegan School District
Proposed Cybersecurity Insurance Addendum

Vendor shall obtain at its sole cost and expense (and evidence via one or more Certificates of Insurance that identify the District as an insured party and loss payee) the following insurance coverage before commencement of any awarded work and throughout the duration of the Agreement:

A) Technology E&O / Technology Products E&O: minimum of \$2.0 million limit and in the annual aggregate, inclusive of defense costs

B) Network Security / Privacy Liability; including:

- (1) computer or network systems attacks
- (2) denial or loss of service
- (3) introduction, implantation, or spread of malicious software code
- (4) unauthorized Access and use of computer systems
- (5) privacy liability
- (6) breach response coverage

Liability coverages should have a minimum of \$2.0 million limit and annual aggregate, and the breach response Sub-Limits must be at least a minimum of 50% of the liability limit.

C) Crime Insurance. Third Party Crime/Employee Dishonesty Insurance in an amount not less than \$1,000,000. If policy or policies are written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Agreement.

Waukegan Community United School District No. 60 must be named as an additional insured under Technology E&O / Technology Products E&O & Network Security / Privacy Liability policies.

Further, an appropriate endorsement deleting the Insured School District vs. Insured exclusion must be evidenced, so as not to impede a claim by "INSURED School District" for a wrongful act of (Vendor).

All insurance carrier(s) must carry an A.M. Best rating of at least A-, Class VIII.