

Business Operations
Ofelia San Pedro, Deputy Superintendent

**SUBJECT: REQUEST FOR AUTHORIZATION TO AWARD REQUEST
FOR PROPOSAL (RFP) #006-GG10, CASUALTY
ACTUARIAL SERVICES**

**COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL
RELATIONS**

**LINK TO DISTRICT IMPROVE FINANCIAL SERVICES
STRATEGIC PLAN:**

At the Board meeting of October 11, 2006, the Board authorized the Superintendent to issue Request For Proposal (RFP) #006-GG10, Casualty Actuarial Services, to seek competitive proposals for a company to provide an annual actuarial analysis of the district's self insured workers' compensation, general liability, automobile liability and professional liability (errors and omissions) loss funds for a new five year contract to cover years 2007 through 2011. The expiring contract was for a five year contract which expired in 2006 and was with AMI Risk Consultants, at flat annual fee for the five year period of \$9,500/year.

Received Proposals were received at the bid opening of November 14, 2006 at which time seven proposals were received from the following companies:

- AMI Risk Consultants Inc., Miami, Florida
- Higgins Actuarial Services, Inc., Media, Pennsylvania
- Madison Consulting Group, Madison Georgia
- Preferred Insurance Capital Consultants, Boca Raton, Florida
- PriceWaterhouseCoopers, LLP, Atlanta, Georgia
- SGRisk, Lyndhurst, New Jersey
- Select Actuarial Services, Inc., Nashville, Tennessee

Pursuant to School Board Rule 6Gx13- 3F-1.021, Professional Service Contracts for Insurance or Risk Management Programs – Policy, the members of the Superintendent's Ad-Hoc Insurance Committee, which was also approved by the Board at the meeting of October 11, 2006, convened on January 9, 2007 to review the received proposals and make a recommendation for award.

The committee reviewed the proposals and determined that all seven proposals met the minimum qualifications. Pursuant to the RFP's terms, the committee evaluated the proposals on criteria which included the demonstration of competency and experience, with The key issues surrounding the rest of the evaluation centered on the firms' experience, with specific focus on public entity experience; projected cost; extent to which the firm is willing and able to provide all services; and the extent to which minority and women will participate in the providing of services.

Following an evaluation of said criteria, the committee voted unanimously to recommend the incumbent actuary, AMI Actuarial Services, Inc. as the successful firm to provide casualty actuarial services to the district, pursuant to the terms of the RFP for a five year contract. Although the firm's proposed pricing was for an annual \$9,500 charge, the same fee they have charged for the past five years, staff was successful in negotiating a rate of \$9,000 for the first two years (2007, 2008), with the three final years at \$9,500/year (2009, 2010, 2011).

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. award its Casualty Actuarial contract to the firm of AMI Risk Consultants, Inc., pursuant to the terms of RFP # 006-GG10, and the firm's proposal wherein the firm will provide required services, effective February 1, 2007 for a five year period with flat annual fees of \$9,000 for years 2007 and 2008, and flat annual fees of \$9,500 for years 2009, 2010, and 2011; and
2. authorize the Superintendent to enter into a contract with AMI Risk Consultants Inc. to provide such services.

OSP:sc