

Business Operations
Ofelia San Pedro, Deputy Superintendent

**SUBJECT: REQUEST FOR AUTHORIZATION TO RELEASE
REQUEST FOR INFORMATION (RFI) #090-GG10, SELF
INSURED CLAIMS ADMINISTRATION PROGRAM
SERVICES: TRANSLATION, TRANSPORTATION,
SURVEILLANCE & INVESTIGATION, MEDICARE SET-
ASIDE AND COURT REPORTING**

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

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

At the Board meeting of May 16, 2007, the Board authorized the Superintendent of Schools to enter into a contract with Gallagher Bassett Services, Inc., for third party claims administration services incorporating medical management and traditional workers' compensation claims administration under one contract. Risk Management data has shown that incorporating medical management into the claims administration system will result in better handled claims with a more strategic focus on the medical care received by the injured worker. Providing a more strategic medical management process also results in employees returning to work sooner and lower overall claims costs.

Required ancillary services used as part of proper claims administration services such as translation, transportation, surveillance & investigation, Medicare set-asides and court reporting have traditionally been imbedded in the claims administration contract. Staff believes it is in the District's best interest to issue a Request for Information (RFI) in order to receive information from providers of these services which can be evaluated to better manage outcomes and control claims expenses.

The proposed timeline for RFI #090-GG10 is as follows:

M-DCPS Releases RFI to Vendors	March 12, 2008
Pre-Bid Conference	April 2, 2008
Written Questions Due	April 9, 2008
Proposal Return Date	April 29, 2008
Recommended Board Action	July/August 2008

E-66

Pursuant to School Board Rule 6Gx13- 3F-1.022, Professional Service Contracts for Insurance or Risk Management Programs – Policy, an Ad-Hoc Insurance Committee will review received proposals, and make recommendations which subsequently will be taken to the Board for final action. The Ad-Hoc Insurance Committee will consist of the following individuals:

Chief Financial Officer, Financial Operations
Risk and Benefits Officer, Office of Risk and Benefits Management
Administrative Director, Personnel Support Programs
Supervisor, Workers' Compensation, Office of Risk and Benefits Management
Director, Miami-Dade County Risk Management Division, GSA

Additionally, the representatives from the following offices will serve as resource persons to the Ad-Hoc Committee:

Board Attorney's Office
Office of Procurement Management
MWBE & Related Services
School Board Insurance Consultant

Copies of the RFP will be distributed to Board Members, the Superintendent of Schools, and appropriate district staff, and will be placed on file in the Office of the Recording Secretary to the School Board and in the Citizen Information Center.

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

1. authorize the Superintendent of Schools to issue a Request For Information (RFI) #090-GG10, Self Insured Claims Administration Program Services: Translation, Transportation, Surveillance & Investigation, Medicare Set-Aside and Court Reporting; and
2. approve the Ad-Hoc Committee.

OSP:sbc