

Financial Affairs  
Richard H. Hinds, Chief Financial Officer

**SUBJECT: REQUEST FOR AUTHORIZATION TO AWARD REQUEST FOR PROPOSAL (RFP) #046-BB10, CASUALTY ACTUARIAL SERVICES**

At the Board meeting of December 12, 2001, the Board authorized the Superintendent to issue RFP #046-BB10, Casualty Actuarial Services for its casualty self-insurance programs. The Board also authorized the establishment of an Ad-Hoc Insurance Committee, pursuant to the provisions of School Board Rule 6Gx13 3F-1.022, Professional Service Contracts for Insurance or Risk Management Programs - Policy.

At the bid opening of January 22, 2002, proposals were received from the following actuarial firms:

- ◆ AMI Risk Consultants, Inc., Miami, Florida
- ◆ HB Actuarial Services, Inc., Delray Beach, Florida
- ◆ Madison Consulting Group, Inc., Madison, Georgia
- ◆ Miller, Herbers, Lehmann & Associates, Inc., Geneva, Illinois/Butler, Dunlap & Lindquist, Tallahassee, Florida
- ◆ MMC Enterprise Risk Consulting, Inc., Atlanta, Georgia
- ◆ Perr & Knight, Inc. Actuarial Consultants, Boca Raton, Florida
- ◆ Preferred Insurance Capital Consultants, LLC, Boca Raton, Florida
- ◆ PriceWaterhouseCoopers, LLP, Atlanta, Georgia

The Ad-Hoc Insurance Committee, consisting of representatives of the following offices, met on February 27, 2002 to review the proposals:

Office of Risk and Benefits Management  
Bureau of Procurement and Materials Management  
Financial Affairs  
Business Development and Assistance  
Office of Management and Compliance Audits  
Office of Budget Management  
Office of the Controller

The committee reviewed each proposal based upon the criteria established in the RFP and recommended that AMI Risk Consultants, Inc. be awarded the contract, subject to the clarification of two issues, regarding scope of services. Staff spoke with representatives from AMI who provided the necessary clarification, therefore, the recommendation is now ready for Board action.

The recommendation of AMI Risk Consultants, Inc. provides for a five year contract for actuarial studies to be provided for 2002 through 2006, with AMI Risk Consultants, Inc. providing a guaranteed annual fee of \$9,500 for all five years.

RECOMMENDED:

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

1. Award its Casualty Actuarial Services contract to AMI Risk Consultants, Inc., Miami, Florida, subject to the information contained with RFP #046-BB10, Casualty Actuarial Services, and the proposal provided by AMI Risk Consultants, Inc., for a five year term, with services beginning March 14, 2002, at an annual cost of \$9,500 per year for the authorized five year contract term; and
2. Authorize the Superintendent to enter into a contract with AMI Risk Consultants, Inc., to provide casualty actuarial services, pursuant to the information contained with RFP #046-BB10, Casualty Actuarial Services, and the proposal provided by AMI Risk Consultants, Inc., for a five year term beginning March 14, 2002, at an annual cost of \$9,500 per year for the production of an annual actuarial report for years 2002, 2003, 2004, 2005, and 2006.

RHH:sc