

Office of Superintendent of Schools  
Board Meeting of March 12, 2003

February 24, 2003

Financial Affairs  
Richard H. Hinds, Chief Financial Officer

**SUBJECT:           REQUEST FOR AUTHORIZATION TO AWARD REQUEST FOR  
PROPOSAL (RFP) # 053-CC10, CASUALTY CLAIMS  
ADMINISTRATOR AUDIT SERVICES**

**COMMITTEE:       BUSINESS AND FINANCIAL SERVICES**

At the Board meeting of December 11, 2002, the Board authorized release of RFP # 053-CC10, Casualty Claims Administrator Audit Services, to select a firm to complete a comprehensive audit of self insured workers' compensation, general liability, automobile liability, and professional liability claims.

Two proposal were received at the regularly scheduled bid opening for this RFP, which occurred on January 28, 2003. Staff, and the Board's insurance consultant, Siver Insurance Consultants, Inc., have conducted an analysis, and the Superintendent's Ad-Hoc Review Committee has been scheduled to meet to review the proposals, which will result in a recommendation for award.

A completed agenda item will be provided to the Board no later than Friday, March 7, 2003.

RHH:sc