

Financial Services
Richard H. Hinds, Chief Financial Officer

**SUBJECT: REQUEST FOR AUTHORIZATION TO ISSUE REQUEST
FOR PROPOSALS (RFP) #025-MM10, CASUALTY
ACTUARIAL SERVICES**

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

**LINK TO STRATEGIC
FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY**

At the Board meeting of February 14, 2007, the Board awarded its Casualty Actuarial Services Contract to AMI Risk Consultants, Inc., subject to the terms of their proposal received in response to RFP# 006-GG10, Casualty Actuarial Services. The award was approved for a five-year term, beginning February 1, 2007 through February 1, 2012, with an annual cost of \$9,000 for the first two years and \$9,500 for the last three years.

Staff is now seeking to obtain competitive proposals for updated casualty actuarial studies for a new five-year contract, effective May 1, 2012 to May 1, 2017. This contract will provide for the production of the District's annual actuarial report for its self insured workers' compensation, general liability, automobile liability and professional liability (errors and omissions) loss funds for fiscal years 2012-2013 through 2016-2017.

Therefore, staff is recommending issuance of RFP# 025-MM10, Casualty Actuarial Services, with the timeline of the RFP process to be as follows:

RELEASE OF RFP TO VENDORS	January 19, 2012
WRITTEN QUESTIONS DUE	February 2, 2012
PROPOSALS DUE/BID OPENING	February 23, 2012
AD-HOC COMMITTEE MEETINGS	March, 2012
RECOMMENDED AWARD	April 18, 2012

SUPERINTENDENT'S AD-HOC INSURANCE COMMITTEE

Pursuant to School Board Policy 6332- Professional Service Contracts for Insurance or Risk Management Programs, an Ad-Hoc Committee will review received proposals and make recommendations to the Superintendent, which upon approval will be taken to the School Board for final approval. The Ad-Hoc Insurance Committee will consist of the following individuals:

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Deputy Superintendent, District Operations
Associate Superintendent and Chief Financial Officer, Financial Services
Risk and Benefits Officer, Office of Risk and Benefits Management
Controller, Office of the Controller
Chief Facilities Officer, School Facilities

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

Representatives from: School Board Attorney's Office
 Office of Procurement Management
 M/WBE & Related Services
 District's Risk Management Consultant

Copies of the RFP will be distributed to Board Members, 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 Request For Proposals (RFP)# 025-MM10, Casualty Actuarial Services; and
2. approve the composition of the Ad-Hoc Committee.

RHH:sbc