

Financial Services  
Richard H. Hinds, Chief Financial Officer

**SUBJECT:                   REQUEST FOR AUTHORIZATION TO RELEASE  
REQUEST FOR INFORMATION (RFI) #059-MM10,  
WORKERS' COMPENSATION CLAIMS SERVICES:  
TRANSLATION, TRANSPORTATION, SURVEILLANCE,  
INVESTIGATION, AND MEDICARE SET-ASIDES**

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

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

At the Board meeting of October 15, 2008, the Board authorized the Superintendent of Schools to enter into contracts in response to Request For Information (RFI) 090-GG10 with firms at set pricing for the following services necessary to support the handling of Workers' Compensation claims: Translation, Transportation, Surveillance, Investigation, and Medicare Set-Asides.

The recommendation was for these services to be awarded effective January 1, 2009, for an initial three-year period, with the ability to renew for two additional one-year periods, subject to mutual agreement between the parties. Staff is recommending that the services be re-marketed at this time, rather than an extension of the existing contracts due to the fact that there have been changes in the structure of many of the companies as a result of the economic downturn.

Required ancillary services used as part of proper claims administration services such as translation, transportation, surveillance, investigation, and Medicare set-asides are important tools which reduce the cost of a workers' compensation claim and provide consistency in the services sought.

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The proposed timeline for RFI #059-MM10 is as follows:

M-DCPS Releases RFI to Vendors	July 19, 2012
Written Questions Due to M-DCPS	August 3, 2012
Proposal Return Date	August 23, 2012
Ad-Hoc Committee Meetings/Interviews	October, 2012
Recommended Board Action	November, 2012

Pursuant to School Board Policy 6332, 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:

Associate Superintendent and Chief Financial Officer, Financial Services  
Risk and Benefits Officer, Office of Risk and Benefits Management  
ERP Team Leader, Benefits, Office of Risk and Benefits Management  
Director, Division of Non-Instructional Staffing, Human Resources  
Supervisor, Workers' Compensation, Office of Risk and Benefits Management  
Director of Risk Management, City of Miami

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 RFI 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 Request For Information (RFI) #059-MM10, Workers' Compensation Claims Services, Translation, Transportation, Surveillance, Investigation, and Medicare Set-Asides; and
2. approve the Ad-Hoc Committee.

RHH:sbc