MEMORANDUM

TO: Governing Board

FROM: Pam Shaw, Chief Financial Officer

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: August 30, 2019

RE: Authorization for the Executive Director to Procure Professional Insurance Coverage from Public Risk
           Insurance Agency

RECOMMENDATION

Staff recommends the Governing Board authorize the Executive Director to procure Property and Casualty, Comprehensive General Liability, Public Officials Liability, Auto, and Workers Compensation insurance coverage from Public Risk Insurance Agency at an annual premium cost of $58,868 for Fiscal Year 2019-20.

BACKGROUND

In order to achieve sufficient insurance coverage at competitive rates, the District uses a competitive selection process every third year. Property and Casualty, Comprehensive General Liability, Public Officials Liability, Crime, Auto, and Workers Compensation coverages were solicited through a competitive bid on August 15, 2019 on ITB 18/19-042BCS for Fiscal Year (FY) 2019-20. Bid responses were received by one company on August 29, 2019. The Public Risk Insurance Agency (PRIA) was the only bid received. PRIA's bid. met the requested specifications. This proposal explored multiple liability limits and deductibles. Staff recommends maintaining the $5,000,000 General and Public Officials Liability limits with a $10,000 deductible option. See PRIA's bid response attached.

COVERAGE	CARRIER	FY 2018 & 2019 PREMIUM	FY 2020 PREMIUM	INCREASE (DECREASE)
Comprehensive General Liability	PGIT	$8,023	$8,434	$411
Public Officials Liability & Crime	PGIT	$10,908	$10,514	($394)
Workers Comp	PGIT	$7,931	$7,748	($183)
Auto	PGIT	$9,182	$9,996	$814
Property	PGIT	$20,285	$21,578	$1,293
Governing Board Travel	Hartford	$598	$598	$0
TOTAL		$56,927	$58,868	$1,941

Funding for this recommendation is included in the FY 2019-2020 Tentative Budget under account codes 13-3804-3-3300 and 13-3805-3-3300 and is contingent upon approval of the final budget.

PS/tm
Attachment