

Purchase Request #2
Regular Board Meeting August 27, 2019
Consideration of Approval to Renew Contract
for Workers' Compensation Insurance

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the renewal of Workers' Compensation Insurance from Deep East Texas Self-Insurance Fund for the District.

BACKGROUND

Through an Interlocal agreement between Collin College and Deep East Texas Workers' Compensation Insurance Fund for Workers' Compensation Insurance, the District wishes to continue utilizing the existing contract agreement for Workers' Compensation coverage. The District has successfully utilized this contract for the previous five years.

Reference (REF) Number 3617 was issued to track the volume of spend for Workers' Compensation Insurance for the District. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

IMPACT OF THIS ACTION

By utilizing the Interlocal agreement and continuing with Deep East Texas Workers' Compensation Insurance Fund, the District is able to keep Workers' Compensation rates consistent with those charged in the previous years.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$121,900 annually or \$609,500 for the 5-year term, which is budgeted in the District's FY 2020 operating budget and subsequent year's budgets subject to Board approval. FY 2019 annual spend amount was \$121,900.

MONITORING AND REPORTING TIMELINE

This renewal will be for five (5) years beginning September 1, 2019 through August 31, 2024.

RESOURCE PERSONNEL

Steven Bassett

Chief Financial Officer

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