



San Elizario ISD
 P.O. Box 920
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 Phone: 915.872.3900
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MEMORANDUM

To: Members of the Board of Trustees
From: Nancy Tinoco, Purchasing Specialist
Subject: Consider and possible Board action to approve request for competitive sealed proposals for risk management insurance provider (RFP#25-1161)
Date: September 17, 2024

HISTORY: The current contract for commercial insurance coverage was approved by the Board of Trustees on September 8, 2021 for the three-year period of 10/1/21 through 9/30/24 and was awarded to TASB. The insurance premium cost for year one (10/1/21 – 9/30/22) was \$208,136, for year two (10/1/22 – 9/30/23) was \$234,967 and for the current year 3 (10/1/23 – 9/30/24) was \$305,768. Premiums are based on claim history and new assets insured have increased year by year.

RATIONALE: Specifications for the RFP were developed based on Texas Department of Insurance regulations and competitive sealed proposals were received by the district until August 13, 2024 at 2:00 pm. The solicitation called for interested proposers to submit insurance deductibles, limits of coverage and premiums for a coverage period of three years with the option to extend for an additional one-year term. Only one proposal was received and it was submitted by TASB. The tabulation of results is as follows:

Coverage	Limits	Deductible	Contribution
PROPERTY			\$306,718
All perils except weather perils:	\$190,322,208	\$50,000	
Weather Perils except Named/Numbered Windstorm:	\$190,322,208	1% Minimum \$500,000	
Named/Numbered Windstorm:	\$25,000,000	1% Minimum \$500,000	
Flood-Annual Aggregate	\$2,000,000	\$50,000	
Earthquake-Annual Aggregate Limit	\$2,000,000	\$50,000	
Crime:	\$100,000	\$5,000	
Equipment Breakdown:	\$100,000,000	\$50,000	

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.



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Coverage	Limits	Deductible	Contribution
AUTOMOBILE			\$48,358
Automobile Liability	\$100K Person Bodily / \$300k Occurrence Bodily / \$100k Occurrence Property	\$1,000	
Automobile Physical Damage – Collision	Actual Cash Value	\$1,000	
Automobile Physical Damage - Comprehensive	Actual Cash Value	\$1,000	
Automobile Physical Damage – Catastrophic	Actual Cash Value	\$50,000	
SCHOOL LIABILITY			\$15,223
Professional Legal Liability Subject to \$1,000,000 Maximum Annual Aggregate	\$1,000,000	\$10,000	
General Liability	\$1,000,000	\$0	
Employee Benefits Liability	\$100,000	\$0	
Privacy & information Security	\$500,000	0	\$5,500
		Total Contribution	\$375,799

The evaluation committee consisted of Stephanie Ruiz, HR Assistant and Jesus Martinez – Executive Director of Support Services. The evaluation criteria used for this request for proposals is as follows:

The purchase price	50%
The reputation of the vendor and the vendor’s services	15%
The quality of the vendor’s services	10%
The extent to which the services meet the District’s needs	10%
The vendor’s past relationship with the District	3%
The impact on the ability of the district to comply with laws relating to historically underutilized businesses (HUB)	2%
The total long-term cost to the district to acquire the services	10%
	Total 100%

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BUDGET: The budget impact for this would be \$375,799 to be funded from the general fund.

ADMINISTRATIVE RECOMMENDATION: The administrative recommendation is to award RFP#25-1161 Risk Management Insurance Provider to TASB based on the proposal submitted.

For Approval? Yes No

If no, please check one: Presentation Report Information

Please check if applicable: Attachment Included

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