



BOARD OF SCHOOL TRUSTEES

## KELLER INDEPENDENT SCHOOL DISTRICT

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**5H. Preview**

**Date: July 10, 2006**

**SUBJECT: EMPLOYEE BENEFITS CONSULTANT**

**BOARD GOAL: All systems in the Keller Independent School District will be effective, efficient, and accountable in support of the district's mission.**

**FISCAL NOTE: Fee Paid Through Employee Benefits Program**

**ANTICIPATED  
DATE OF ACTION: July 24, 2006**

### **Background Information:**

- The district entered into a 5-year contract with Eric D. Smith in July, 2001, for consulting services in the area of employee benefits
- A RFP was issued by the district for benefits consulting services to take effect following the expiration of the current agreement
- The district received 4 responses to its RFP for employee benefits consulting

### **Administrative Considerations:**

- The RFP contemplated a scope of work that involves assisting the district with the on-going monitoring and analysis of current employee benefits programs, including but not limited to health insurance, life, dental, Section 125K plans and any other employee benefit plans currently in place or that may be of interest to the district in the future.
- Each proposal was evaluated on the basis of the following criteria:
  - Overall experience in employee benefits matters
  - Specific public school experience in employee benefits matters
  - Assessment of experience of the firm's personnel
  - Completeness of each proposal
  - Consideration of cost

- An evaluation team consisting of representatives from the Human Resources, Finance and Business Operations department met to review, evaluate and rank each proposal according to the criteria and weights specified in the RFP.
- The evaluation results and subsequent ranking of each proposal is provided under separate cover.
- The administration plans to make its recommendation for the selection of an employee benefits consultant at the July 24<sup>th</sup> Board meeting.

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Respectfully submitted,

Bill Stone, Asst. Supt.  
Business Operations