



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: 1/20/2016 Meeting Type:  Special  Regular

Item Title: Discuss and consider approval of Third Party Administrator.

Purpose:  Discussion/ Possible Action  Recognition  Report Only

Requested By: Mrs. Peggy Lee Gonzalez, Interim Director of Purchasing

Presenter(s): Dr. Abelardo Saavedra, Superintendent

Description of item to include your specific request:

Discuss and consider approval of York Risk Services Group as the district's Third Party Administrator for Self Insured Worker's Compensation Program for period beginning Feb 1, 2016 through 2019 subject to yearly Board approval. Enclosed are the rankings of all proposers.

The district proposal committee consisted of:

- Ms. Monica Lopez, HR Director
Ms. Irma Paine, HR Coordinator
Mrs. Peggy Lee Gonzalez, Interim Purchasing Director
Ms. Stephanie Mendoza, General Accountant
Mr. Jesus Salazar, Chief Financial Officer

Supporting Documentation Enclosed

Please select the appropriate District Goal(s):

Finance: Goal 7: South San Antonio ISD will operate efficiently and prioritize budgetary expenditures to ensure financial stability and effective allocation of resources to meet the educational needs of the district.

Objective 7.1: Maintain adequate funding by effectively utilizing the district's available resources.

Department Initiatives/Other:

Funding source-program and/or Budget Code:

CFO Approval

199-xx--2210-02-xxx-x-xxx

ROUTE APPROVAL

SIGNATURE

DATE

Principal/Director:

[Handwritten signature]

1/11/16

Executive Director:

[Handwritten signature]

1/11/16

Chief Administrator:

1-15-2016

Superintendent:

**SOUTH SAN ANTONIO I.S.D.**  
**RFP-2016-03 - Third Party Administrator Proposed Evaluation Criteria**

The District used the Texas Education Code 44.031-Vendor Award Criteria to determine the selection of the awarded vendor.

PROPOSERS	YORK (J.I.SPECIALTY)	TRI-STAR (INSURANCE GRP)	1-2-1 CLAIMS	CLAIMS ADMINISTRATIVE SERVICES, INC.
<i>*Note: 10% calculated on historical data from 2014-2015 Claims (Exhibit C)</i>	\$37,695/Flat Fee	\$38,000/Flat Fee	\$50,000/Flat Fee	\$42,970 10% Commission*
<b>PROPOSER QUALIFICATIONS - Exhibit A (35 pts)</b>	35	30	25	25
<b>DEMONSTRATED PROPOSAL COMPETENCE LEVEL - Exhibit B (30 pts)</b>	30	30	20	20
<b>PROFESSIONAL FEES - Exhibit C (35 pts)</b>	35.00	34.72	26.39	30.72
<b>Total Points</b>	<b>100.00</b>	<b>94.72</b>	<b>71.39</b>	<b>75.72</b>

Mr. Jesus Salazar, Chief Financial Officer

Ms. Irma Paine, HR Coordinator

Mrs. Peggy Gonzalez, Interim Dir. of Purchasing

Ms. Stephanie Mendoza, Accountant

Ms. Monica Lopez, HR Director

**THIRD PARTY ADMINISTRATOR  
 SELF INSURED WORKMENS COMPENSATION PROGRAM CHART  
 RFQ #2016-03**

<b>COMPANY</b>	<b><u>YORK</u> Susan Mullins San Antonio, Texas</b>	<b><u>TRISTAR</u> Jimmy Dyer Corpus Christi, Texas</b>	<b><u>1-2-1 Claims</u> Michelle Villarreal Boerne, Texas</b>	<b><u>CAS - Claims Admin Svcs</u> Michelle Villarreal San Antonio, Texas</b>
<b>SERVICE</b>	<b>COST</b>	<b>COST</b>	<b>COST</b>	<b>COST</b>
<i>Indemnity Claims</i>	Included in Fixed Flat Annual fee.	Included in Fixed Flat Annual fee.	Included in Fixed Flat Annual fee.	\$650.00
<i>Medical Only Claims</i>	Included in Fixed Flat Annual fee.	Included in Fixed Flat Annual fee.	Included in Fixed Flat Annual fee.	\$110.00
<i>Incident Only</i>	Included in Fixed Flat Annual fee.	Included in Fixed Flat Annual fee.	Included in Fixed Flat Annual fee.	No Charge
<i>Account Management Fee</i>	\$7,500 This is waived if the District accepts the flat fee option.	N/A	\$1500/Annually	No Charge
<i>Flat Fee Option</i>	\$37,695.00	\$38,000.00	\$50,000.00	Flat fee option not provided 10% Commissions on claims \$42,970.70 estimated cost for 2014-2015 claims

1. York Risk Services Group, Inc. has provided South San Antonio ISD with Workers Compensation Claims since 2011.
2. York Risk Services Groups, Inc. will offer a savings of \$6,066.00 to continue services with the district.  
(2014-2015 services - \$43,761 compared to 2015-2016 services - \$37,695)
3. Data conversion to another company would require a two or three week process for the district.