



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/794-2221

Heather Fiorentino, Superintendent


www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPO, CPPB, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

May 3, 2011

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

SUBJECT: Second Year of Three-Year Contract, RFP 10-064-AZ
Johns Eastern Company for Workers' Compensation Benefits Administration
Preferred Government Claims Solutions for Third-Party Liability Claims
Administration Services

On April 20, 2010, official action (attached) was taken to award RFP 10-064-AZ to the above-referenced providers. The RFP is a three (3)-year contract, renewable annually at the mutual agreement of the parties, with provisions to extend for up to two (2) additional one-year terms. The first-year term of these contracts will expire on June 30, 2011.

Considering services have been satisfactory, Ms. Mary Tillman, Director of Employee Benefits, Assistance & Risk Management, has asked that the contracts be renewed for their second year terms. Both companies have agreed in writing (attached) to do so. Johns Eastern provided a rate guarantee of \$735,355 for each of the first three (3) years. Preferred Government Claims Solutions also provided a rate guarantee of \$30,750 for each of the first three (3) years. Funding will be provided through general fund contributions.

We therefore request Board permission to enter into the second year terms of the contracts with the above-referenced providers, for the period July 1, 2011 – June 30, 2012. If you have any questions or concerns, please feel free to contact Mary Tillman or me at your earliest convenience.

KDG/az
Attachments



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RENEWAL RFP 10-064-AZ WORKERS COMPENSATION ADMINISTRATION

X

Yes, I agree to renew the above-referenced RFP, under existing terms, conditions and pricing, with the District School Board of Pasco County. The contract term will be July 1, 2011 – June 30, 2012.

No, I do not agree to renew the above-referenced RFP with the District School Board of Pasco County.

COMPANY NAME: Johns Eastern Company Inc.

SIGNATURE:  DATE: 4/11/11

PRINTED NAME/TITLE: Beverly Adkins, EVP E-MAIL: badkins@johnseastern.com

TELEPHONE W/AREA CODE: 941-907-3100 FAX W/AREA CODE: 813-402-7914

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act." Vendors conducting business with the District School Board of Pasco County (DSBPC) who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds, must be Level 2 fingerprinted by DSBPC Human Resources. If any of the above criteria apply to this contract, you must have those individuals Level 2 fingerprinted and screened by the DSBPC Human Resources Department prior to commencement of services or work, and must provide a list of employees with renewal. Please contact (813) 794-2521 to arrange for a fingerprinting appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law, which became effective September 1, 2005, by reviewing Sections 1012.32 and 1012.465, Florida Statutes.

The contracting company certifies, by submission and signature of this form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

Vendor shall comply with all applicable laws, ordinances, codes and statutes of any and all local, state, or national governing bodies included within this section. Vendor shall comply with the regulations of the Civil Rights Act of 1964, in which no person in the United States shall on the grounds of race, creed, color, or national origin be excluded from participation in or be denied the proceeds of, or be subject to discrimination in the performance of this contract.

PLEASE RETURN TO:
DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTENTION: ARLENE ZIMNEY, CPPB, C.P.M., BUYER
PURCHASING DEPARTMENT
20430 GATOR LANE, LAND O' LAKES, FL 34638
(813) 794-2504 (PHONE)
(813) 794-2111 (FAX)
azimney@pasco.k12.fl.us



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RENEWAL RFP 10-064-AZ

THIRD PARTY LIABILITY CLAIMS ADMINISTRATION SERVICES

Yes, I agree to renew the above-referenced RFP, under existing terms, conditions and pricing, with the District School Board of Pasco County. The contract term will be July 1, 2011 – June 30, 2012.

No, I do not agree to renew the above-referenced RFP with the District School Board of Pasco County.

COMPANY NAME: Preferred Governmental Claim Solutions

SIGNATURE: *Kenneth P. Picton* DATE: April 8, 2011

PRINTED NAME/TITLE: KENNETH PICTON E-MAIL: KPICTON@PGCSPPA.COM
VICE-PRESIDENT

TELEPHONE W/AREA CODE: (321) 832-1435 FAX W/AREA CODE: (321) 832-1448

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District School Board of Pasco County

Bid Recommendation

RFP Title	Workers' Compensation & Third Party Liability Claims Administration Services		Number of Vendors Notified	591
RFP Number	10-064-AZ		Number of Proposals Distributed	28
Date Solicited	November 4, 2009		Number of Vendors Bidding	12
Date Opened	January 14, 2010		Number of Formal "No Bid" Responses	1
Date Board Presentation	April 20, 2010		Funding Source	General fund contributions
Total Savings	\$118,995 estimated first year		Grand Total of Proposal	\$735,355 1 st year workers' comp; \$30,750 1 st year 3 rd party liability

Recommendation: Recommend acceptance of Johns Eastern Co. as the highest-scoring responsive, responsible proposer for workers' compensation benefits, with OptaComp ranked second, and Preferred Government Claims Solutions ranked third. Recommend acceptance of Preferred Government Claims Solutions as the highest-scoring responsive, responsible proposer for third party liability claims administration, with Johns Eastern Co. ranked second. Acceptance of this ranking will allow members of the Employee Benefits Assistance & Risk Management Dept. (EBARM), the Purchasing Dept., and Siver Insurance Consultants to negotiate a contract based on the RFP with the highest-ranked proposers. Should we not be able to reach agreement with the highest-ranked firm for each service, negotiations will take place with the next-ranked firm, until agreement is reached. The final terms and conditions of these contracts will be brought back to the Board for final approval, allowing EBARM to begin transitioning from the incumbent provider, Gallagher Bassett Services. Transition must be completed by June 30, 2010.

Term of Contract: This RFP is a three-year contract, renewable annually at the mutual agreement of the parties, with provisions to extend for up to two additional one-year terms at the mutual agreement of the parties. The first year term with each company is July 1, 2010 – June 30, 2011. Rates with both companies are firm for the three-year period, and have also been quoted and established for the additional one-year terms.

MAY 04 2010

Board Approved

District School Board
of Pasco County

APR 20 2010

Board Approved

Notations and Exceptions, continued:

The following firms were disqualified: Summit Consulting for workers' compensation, as they did not demonstrate the minimum requirement regarding service to a client with at least 5000 employees; Employer's Mutual for workers' compensation, as they did not propose based on the staffing model of two dedicated nurses as specified; Alternative Service Concepts for third party liability claims administration, as they did not provide mandatory flat fee pricing; F.A. Richard & Associates and Florida School Boards Insurance Trust for third party liability claims administration, as they did not include field investigations in their flat fee price proposals.

The expiring contract with Gallagher Bassett Services was for both workers' compensation and third party liability services. The RFP requested separate proposals to allow for additional competition. The expiring contract included per-claim fees which were variable and difficult to budget. The RFP required flat fees from all proposers to allow for fairness in the evaluation process, and to allow for better budgeting and management of these expenses.

The RFP responses from the compliant proposers were independently scored by members of the Evaluation Committee noted below, with all scores totaled and averaged (Phase I). Interviews with the four highest scoring firms for workers' compensation and the two highest scoring firms for third party liability claims administration services were conducted on February 12, 2010. Interviews were independently scored by the Evaluation Committee, with all scores totaled and averaged. The interview scores (Phase II) were added to the Phase I scores to determine the highest-scoring firms, as noted above and on the attached tabulation.

Offers from the vendors listed herein are the only offers received timely as of the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.


Proposals Evaluated By:

Julie Hedine, Supervisor of Food & Nutrition Services
Patricia Howard, Employee Benefits Specialist
Michael Hudson, Employee Benefits & Risk Manager
Anita Mullins, Supervisor of Human Resources
Kevin Shibley, Supervisor of Employee Relations
Mary Tillman served as the non-voting Chair of the Evaluation Committee
Analysis provided by Kathy Gordon and Theresa Conley, Siver Insurance Consultants

Proposal Prepared By:

Arlene Zimney, CPPB, C.P.M., Buyer

Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent 

District School Board
of Pasco County

MAY 04 2010

Board Approved

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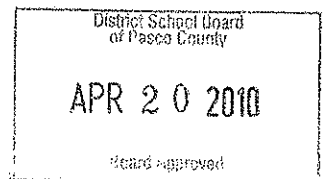
DISTRICT SCHOOL BOARD OF PASCO COUNTY RFP TABULATION

Date of Opening: January 14, 2010	Alternative Service Concepts	F.A. Richard & Assoc. (FARA)	Fla. School Bd. Ins. Trust	Gallagher Bassett Services	Johns Eastern Co., Inc.	North American Risk Services
Proposal Title: Workers Compensation	1000 Legion Pl, Ste. 700	1625 W. Causeway Appr.	800 N. Calhoun St.	Two Pierce Pl.	PO Box 110259	2600 Westhall La.
RFP 10-064-AZ	Orlando, FL 32802	Mandeville, LA 70471	Tallahassee, FL 32303	Itasca, IL 60143	Lakewood Ranch, FL 34211	Maitland, FL 32751
BOARD MEETING APRIL 20, 2010						
Demonstration of competency & experience (max. 40 pts.)	26.90	25.50	30.60	32.20	38.00	26.70
Projected cost for services (max. 20 pts.)	13.30	11.90	18.10	10.50	12.20	13.20
Scope of services (max. 40 pts.)	35.80	30.40	29.60	23.60	38.40	35.60
Total to determine interviewees	76.00	67.80	78.30	66.30	88.60	75.50
Interviews (max. 50 pts.)			30.00		40.00	
TOTAL			108.30		128.60	

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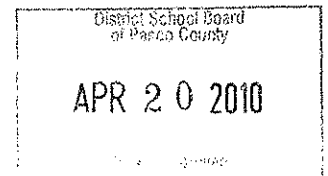
DISTRICT SCHOOL BOARD OF PASCO COUNTY RFP TABULATION

Date of Opening: January 14, 2010						
Proposal Title: Workers Compensation	OptaComp	Packard Claims Admin. Inc.	PMA Management Corp.	Preferred Govt. Claim Solutions		
RFP 10-064-AZ	PO Box 44291 Jacksonville, FL 32231	2739 US 19 North Holiday, FL 34691	2701 Rocky Pt. Drive, Ste 250 Tampa, FL 33607	615 Crescent Exec. Ct. Lake Mary, FL 327446		
BOARD MEETING APRIL 20, 2010						
Demonstration of competency & experience (max. 40 pts.)	32.30	20.40	22.80	33.60	FINAL RANKING	
Projected cost for services (max. 20 pts.)	12.50	20.00	12.20	13.60	HIGH TO LOW	
Scope of services (max. 40 pts.)	33.60	35.60	33.20	34.00	1) Johns Eastern	
					2) OptaComp	
					3) PGCS	
					4) FSBIT	
Total to determine interviewees	78.40	76.00	68.20	81.20		
Interviews (max. 50 pts.)	45.20			35.80		
TOTAL	123.60			117.00		

District School Board
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MAY 04 2010

Board Approved



DISTRICT SCHOOL BOARD OF PASCO COUNTY RFP TABULATION

Date of Opening: January 14, 2010									
Proposal Title: 3rd Party Liability Claims Admin. Services	Employers Mutual Inc (EMI) 700 Central Pkwy Palm Harbor, FL 34683	Gallagher Bassett Services Two Pierce Pl. Itasca, IL 60143	Johns Eastern Co., Inc. PO Box 110259 Lakewood Ranch, FL 34211	Preferred Govt. Claim Solutions 615 Crescent Exec. Ct. Lake Mary, FL 327446					
RFP 10-064-AZ									
BOARD MEETING APRIL 20, 2010									FINAL RANKING HIGH TO LOW
Demonstration of competency & experience (max. 40 pts.)	29.40	30.80	37.80	33.00					1) PGCS 2) Johns Eastern
Projected cost for services (max. 20 pts.)	13.40	19.90	11.30	20.00					
Scope of services (max. 40 pts.)	27.00	25.80	37.00	37.20					
Total to determine interviewees	69.80	76.50	86.10	90.20					
Interviews (max. 50 pts.)			44.60	42.40					
TOTAL			130.70	132.60					

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MAY 04 2010

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District School Board
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APR 20 2010
received