To: Board of Education
Date: *3/14/2024*
Submitted for BOE meeting dated: *4/16/2024*
Re: *Award Recommendation- RFP 24-1110: Insurance Services*
Purpose of memo: *Board Action Required*

Executive Summary: *Regional School District 17 conducted a competitive, public Request for Proposals process to secure district-wide insurance brokerage and other insurance-related services. (3) proposals were received and evaluated/scored by a (3) person panel. All (3) firms were selected to attend in-person interviews where the panel evaluated responses to standardized questions. USI was the high-scorer in this process, and the panel is recommending that the USI is awarded the contract. While this process is best-value based and not entirely price-dependent, it is worth noting that USI also proposed the lowest annual price at $30k/year fixed for three years, a significant reduction from the $45k/yr paid for these services in FY24. This item was presented to and reviewed by the Finance and Facilities Subcommittee on April 15, 2024*

BOE Action: *Award of RFP 24-1110 to USI and authorization for the Director of Finance and Operations to execute a contract on behalf of the BOE, based on the terms of RFP-1110.*

Next Steps: *No Further BOE action required.*

CC:
Sarah Kaiser, BOE Secretary
Jeffrey Wihbey, Superintendent of Schools

Enclosures:
None