



AN EARLY COLLEGE DISTRICT

BROWNSVILLE

INDEPENDENT SCHOOL DISTRICT

Dr. Renè Gutiérrez
Superintendent of Schools

David Robledo
Chief Financial Officer

To: Brownsville I.S.D. Awarded Vendors

From: Rosario Peña, RTSBA
Purchasing Administrator

*Delivered
For
R. Peña*

Date: May 4, 2022

Subject: RFP# 19-119 / Insurance Consultant

On May 3, 2022 the Brownsville I.S.D. Board approved the recommendations Insurance Consultant for the 2022-2023 plan year.

Awarded vendors, please note that in order to visit a campus/department, you need to present this letter. Please do not process order(s) until you have received the official original purchase order document issued by Brownsville ISD.

Vendors by accepting a purchase order from Brownsville ISD, your company under penalties of perjury is complying with Senate Bill 9 and proof must be submitted to the Purchasing Office prior to performing any service(s). This bill states that all vendors' employees, subcontractors, and volunteers who have contact with students must have passed a criminal history background check current within the last year. Please visit our website if further information is needed.

Awarded Vendors

Valley Risk Consulting, Inc.
(McAllen, Texas)

For additional information or questions, please contact the Purchasing Department:

Marisela Ayala, Senior Buyer
956-548-8361 / mayala@bisd.us

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Brownsville Independent School District

Agenda Category: Bids/Proposals Board of Education Meeting: 05/03/2022

Item Title: RFP #19-119 Insurance Consultant Action
Information
Discussion

BACKGROUND:

The Brownsville Independent School District solicited a Request for Proposals (RFP) in 2019 for the above referenced services. Five (5) proposals were received, evaluated and ranked by the following committee: Alma Cardenas-Rubio (Assistant Superintendent Area 3), Yolanda Turberville (Principal for Peña Elementary), Rosalva Larrasquitu (Administrator for Parent & Community Engagement), Randy Park (Administrator for Pupil Services) and Kent Whittemore (Administrator for Special Assignment). Proposals were ranked by the following criteria: Company/Consulting Experience, Licenses and Credentials, Scope of Work, References, Errors & Omission Coverage and Price. Please see the attached documents for review.

1. Proposal review
2. Bid Tabulation Summary (Average of Committee Ranking)

FISCAL IMPLICATIONS:

Local Maintenance Funds: \$62,600.00.

RECOMMENDATION:

Recommend approval to renew RFP #19-119 Insurance Consultant to Valley Risk Consulting, Inc. of McAllen, Texas for the 2022-2023 plan year. The services are funded from Local Maintenance Funds.

Approved for Submission to Board of Education:

David Robledo / Rosario Peña
Submitted by: Director/Purchasing Director

Recommended by: CFO

Dr. Nellie Cantu / Dr. René Gutiérrez
Approved by: Deputy Superintendent / Superintendent