



AN EARLY COLLEGE DISTRICT

BROWNSVILLE

INDEPENDENT SCHOOL DISTRICT

1900 E. Price Road Room #107, Brownsville, Texas 78521

(956) 548-8361 Fax (956) 548-8367

Dr. Jesus H. Chavez
Superintendent

Rosario Peña, RTSBA
Purchasing Director

To: Brownsville I.S.D. Awarded Vendors

From: Rosario Peña, RTSBA
Purchasing Administrator

Date: September 5, 2024

Subject: CSP# 24-116 Procure TPA Services for the Self-Funded Workers Compensation & Excess Insurance

Thank you for bidding with Brownsville ISD. This is to congratulate and inform you that your company has been awarded CSP# 24-116 Procure TPA Services for the Self-Funded Workers Compensation & Excess Insurance. The following companies were awarded CSP# 24-116.

TPA Services: Tristar Risk Management Services

Loss Control: Third Party Administrator

Excess Insurance: Montalvo Insurance Agency/Star Insurance Company

The proposal is for the Procure TPA Services for the Self-Funded Workers Compensation & Excess Insurance for the 2024 – 2025 school year. The policy period is October 1, 2024 to September 30, 2025 plan year, for a total of a three (3) year term with the option to renew for two (2) additional one (1) year terms. Year one (1) of a five (5) year contract.

Individual purchase orders will be issued for each purchase made by the district. The Bid/CSP/RFP or RFQ number must be listed within the body of each quote. Purchase Order numbers must be listed on each packing slip and invoice. 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 within the last year. Please visit our website at <https://www.bisd.us/departments/business-and-operations/purchasing> if further information is needed.

Awarded vendors, please note that in order to visit District sites, you must receive clearance from the Purchasing Department.

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

Marisela Ayala, Senior Buyer

956-548-8361 / mayala@bisd.us