



Agenda Item Details

Meeting	Sep 19, 2017 - REGULAR SCHOOL BOARD MEETING RESCHEDULED FROM SEPTEMBER 12, 2017
Category	Q. Finance - Consent
Subject	10. Request for Authorization of Superintendent to Negotiate and Execute a Contract for RFP #2017-23, Benefits Coordinator
Access	Public
Type	Action (Consent)
Recommended Action	Authorization of Superintendent to Negotiate and Execute a Contract for RFP #2017-23, Benefits Coordinator
Goals	GF-4 Maximize Resources

Public Content**Background Information:**

On May 31, 2017 the District released an RFP for Benefits Coordinator. The District received two valid responses to the RFP. Proposals were evaluated by the Chief Financial Officer, Director for Benefits and Salaries, Benefits Supervisor, Director of Purchasing, and Supervisor of Accounting. After the initial review of written proposals, a short list was determined by the evaluation committee which included both proposers. Finalists were then provided an opportunity to make oral presentations. Upon completion of the oral presentations, scores were tabulated and finalists were ranked. MFB Financial, Inc., DBA The Bailey Group, is the highest ranking proposer.

Educational Impact:

Provides for the continued delivery of services in the area of education of students and staff, while the District offers support to its employees through a well-coordinated benefits package.

Strategic Plan Impact:

Support's the District's Mission Statement by providing benefits that will help retain high quality and enthusiastic personnel.

Fiscal Impact:

This recommendation is within the parameters established by the Board through the self-funded medical plan.

Recommendation:

Authorize the Superintendent to negotiate and execute a contract for RFP #2017-23, Benefits Coordinator, with the highest ranking proposer, MFB Financial, Inc., DBA The Bailey Group.

Action Required:

Approval of the Superintendent's recommendation.

Drafted, reviewed and submitted by:

Patrick Snodgrass, CPSM, Director of Purchasing

Michael Degutis, Chief Financial Officer

**Sincerely,
Tim Forson
Superintendent of Schools**

RFP #2017-23 Benefits Coordinator.pdf (397 KB)

Administrative Content

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Workflow

Workflow

- Aug 23, 2017 8:29 AM :: Submitted by Wendy Wilson. Routed to Wendy Wilson for approval.
- Aug 23, 2017 9:06 AM :: Approved by Wendy Wilson. Routed to Patrick Snodgrass for approval.
- Aug 24, 2017 3:40 PM :: Approved by Patrick Snodgrass. Routed to Gina Fallica for approval.
- Aug 28, 2017 6:02 AM :: Approved by Gina Fallica. Routed to Mike Degutis for approval.
- Aug 29, 2017 6:45 AM :: Approved by Mike Degutis. Routed to Vicki Davenport for approval.
- Aug 29, 2017 10:37 AM :: Approved by Vicki Davenport. Routed to Cathy Mittelstadt for approval.
- Aug 30, 2017 9:46 AM :: Approved by Cathy Mittelstadt. Routed to Vicki Moody for approval.
- Aug 30, 2017 1:56 PM :: Approved by Vicki Moody. Routed to Tim Forson for approval.
- Sep 1, 2017 8:05 AM :: Routed back to Wendy Wilson by Tim Forson.
- Sep 1, 2017 8:24 AM :: Approved by Wendy Wilson. Routed to Patrick Snodgrass for approval.
- Sep 1, 2017 8:26 AM :: Approved by Patrick Snodgrass. Routed to Gina Fallica for approval.
- Sep 1, 2017 8:27 AM :: Routed back to Wendy Wilson by Gina Fallica.
- Sep 1, 2017 8:38 AM :: Approved by Wendy Wilson. Routed to Patrick Snodgrass for approval.
- Sep 1, 2017 8:39 AM :: Approved by Patrick Snodgrass. Routed to Gina Fallica for approval.
- Sep 1, 2017 8:42 AM :: Approved by Gina Fallica. Routed to Mike Degutis for approval.
- Sep 1, 2017 11:11 AM :: Approved by Mike Degutis. Routed to Vicki Davenport for approval.
- Sep 1, 2017 11:28 AM :: Approved by Vicki Davenport. Routed to Cathy Mittelstadt for approval.
- Sep 1, 2017 1:45 PM :: Approved by Cathy Mittelstadt. Routed to Vicki Moody for approval.
- Sep 1, 2017 1:47 PM :: Approved by Vicki Moody. Routed to Tim Forson for approval.
- Sep 1, 2017 1:47 PM :: Final approval by Tim Forson

Last Modified by Tim Forson on September 1, 2017

Final Phase Evaluation
Scoring Tabulation Sheet

	Arthur J. Gallagher & Co.	MFB Financial, Inc., DBA The Bailey Group
1. Qualifications and Experience of Firm	89	96
2. Qualifications and Experience of Staff	71	96
3. Approach and Methodology	104	166
4. Cost of Services	73	117
Total Points	337	475

Two (2) final phase presentation evaluated. Recommend award to MFB Financial, Inc., DBA The Bailey Group

Cost of Services

	Arthur J. Gallagher & Co.	MFB Financial, Inc., DBA The Bailey Group
January 1, 2018 - December 31, 2018 per active employee per month	\$6.50	\$3.00
January 1, 2019 - December 31, 2019 per active employee per month	\$6.50	\$3.00
January 1, 2020 - December 31, 2020 per active employee per month	\$6.70	\$3.00