STAFFORD COUNTY SCHOOL BOARD

Agenda Consideration

TOPIC: General Liability Insurance

ITEM NO: 8.E.

PREPARED BY: H. Charles Woodruff Jr.
Assistant Superintendent
Department of Financial Services

MEETING: June 15, 2004

ACTION DATE: June 15, 2004

Jill Hubbard
Director of Finance and Accounting

ACTION REQUESTED BY THE SUPERINTENDENT: That the School Board approve the Virginia Association of Counties (VACo) as the provider of general liability insurance for Stafford County Public Schools.

KEY POINTS: Proposals were received from VACo, the Virginia Municipal League (VML), and Utica Mutual Insurance Company in response to an RFP issued in April for a general liability insurance program for the school division. The Virginia School Board Association (VSBA) did not submit a response. After reviewing the RFP results with the School Board insurance consultant Sam Rosenthal, the Financial Services Department staff selected the program offered by VACo. The decision was based on the following:

1. Cost -- VACo's price was the lowest.
2. Appraisal -- VACo offers free appraisals for major buildings and will adjust coverage limits based on the appraisals.
3. Financial Stability --VACo has a solid financial base and a track record of solvency.
4. Service -- VACo can process requests for service in a very timely manner because of its size.
5. Vehicles added at no charge -- VACo will not increase the premium for vehicles added to the policy after the effective date (July 1, 2004).
6. Dividends --VACo pays a dividend to insurance pool members when funds are available.

SCHOOL BOARD GOAL #7: Provide school environments where teachers are safe to teach and students are safe to learn.

FUNDING SOURCE: School Operating Fund

AUTHORIZATION REFERENCE: Virginia Public Procurement Act