



New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
www.njsig.org

Board of Trustees Meeting of May 19, 2021
Action Item
Loss Control Property Inspection Services
(NJSIG No. 0521-07)

As a part of NJSIG's efforts to maintain compliance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(10), NJSIG issued a request for proposals for loss control property inspection services (LC-2021-0001). As a result of this open and fair process, NJSIG received two proposals for loss control property inspection services (LC-2021-0001). These proposals were evaluated using weighted evaluation criteria, and the results of that evaluation are outlined in the attached Loss control property inspection services RFP (LC-2021-0001) Evaluation Committee narrative summary report and recommendations. Based on the results of the committee's evaluation, it is proposed that a contract be awarded to H&S Loss Control Inspections, Inc.

Recommended Resolution (NJSIG No.0521-7): to adopt the contract for Loss control property inspection services (LC-2021-0001) be awarded to H&S Loss Control Inspections, Inc. based on the results of the committee's evaluation.

Debra Rice
Client Relations/Safety and Risk Control Manager



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**Resolution Authorizing the Execution of a
Contract Pursuant to the Public School Contracts Law**

NJSIG No. 0521-7

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is authorized by N.J.S.A. 18A:18B-1, et seq. to provide risk transfer mechanisms for its members;

WHEREAS, NJSIG requires loss control property services;

WHEREAS, NJSIG has engaged in an open and fair process for the procurement of loss control property inspection services, pursuant to which proposals were solicited; and,

WHEREAS, an evaluation committee was convened by NJSIG and has evaluated all proposals submitted.

NOW THEREFORE, BE IT RESOLVED, that:

- 1) NJSIG awards contracts for loss control property inspection services to:
 - a. H&S Loss Control Inspections, Inc.
- 2) NJSIG awards contracts for loss control property inspection services to this provider based on technical criteria, management criteria and cost criteria;
- 3) The Executive Director is hereby authorized to execute a contract with the above-referenced provider;



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- 4) This designation is in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq.;
- 5) A notice of this action shall be published once in the official newspaper designated by NJSIG, and is on file and available for public inspection at the office of NJSIG.

I certify that the foregoing is a true copy of a Resolution passed by the New Jersey Schools Insurance Group at the meeting duly held on the 17th day of March, 2021.



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New Jersey Schools Insurance Group

By: _____

Irene Le Febvre, Chairperson

Board Secretary
Use Only

DATE:

MOVED BY:

SECONDED BY:

VOTE:

**NEW JERSEY SCHOOLS INSURANCE GROUP
MEMORANDUM**

Date: May 17, 2021

To: Board of Trustees
New Jersey Schools Insurance Group

From: Evaluation Committee for loss control property inspection services
RFP (LC-2021-0001)

Subject: Loss control property inspection services RFP (LC-2021-0001)
Evaluation Committee narrative summary report and
recommendations

The New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group, also known as a governmental risk pool, established in accordance with P.L. 1983, c. 108, that provides insurance coverage and risk management services to member school districts.

The concept of pooling is one whereby public entities can join together to provide protection from risks on a group basis. As a school board insurance group, NJSIG is governed by a Board of Trustees which is comprised of school board members, superintendents and business administrators from NJSIG member districts.

By joining NJSIG, members collectively attain benefits not possible individually and pool their premiums into a common fund to be used for the benefit of all member districts. NJSIG is comprised of approximately three hundred and seventy-five boards of education and charter school districts, and offers members a cost-effective method of obtaining coverage for all property and casualty lines, including but not limited to: workers’ compensation, general liability, automobile liability, excess liability, property, error and omissions, crime, electronic data processing, environmental liability, equipment breakdown, and auto physical damage coverage. NJSIG provides claims administration, underwriting and loss control services for members.

The NJSIG Loss Control Department provides a variety of loss control and risk management services for members in an effort to reduce claim frequency and severity. As part of these efforts, NJSIG offers loss control property inspection services. These property inspection services are intended to reduce loss frequency and severity through

the identification of risks. NJSIG sought proposals from one or more qualified organizations to provide loss control property inspection services for its members.

A full copy of the scope of work is contained within the request for proposals (“RFP”) for loss control property inspection services (LC-2021-0001). This solicitation was conducted in a fair and open process in accordance with the requirements for the purchase of “[i]nsurance, including the purchase of insurance coverage and consultant services, which exception shall be in accordance with the requirements for extraordinary unspecifiable services” under the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(10). This solicitation was specifically seeking proposals from qualified organizations that desire to provide loss control property inspection services for NJSIG, within the scope of work described in the RFP.

As a result of this solicitation, NJSIG received two proposals for loss control property inspection services (LC-2021-0001).

An evaluation committee was convened to evaluate and summarize the proposals based on weighted evaluation criteria. These weighted evaluation criteria were designed to fairly evaluate all proposals, and are based on the model evaluation criteria set forth by the State of New Jersey, Department of Community Affairs, Division of Local Government Services as codified at N.J.A.C. 5:34-4.2. This evaluation methodology is designed to fairly evaluate the responsiveness of each proposal, and the responsibility of each proposer, based on the technical criteria, management criteria and cost criteria. A complete copy of the evaluation criteria, the relative weights assigned to the evaluation criteria and an explanation of the factors each criteria are intended to evaluate is included in the request for proposals for loss control property inspection services (LC-2021-0001).

The evaluation committee’s recommended cutoff for qualifying to provide loss control property inspection services was an average score of 85 or greater.

The results of the evaluation committee are summarized below:

1. Safety and Health Compliance Consultants had a 51 mean composite score. The evaluation committee’s recommended cutoff for qualifying to provide loss control property inspection services was an average score of 85 or greater. Thus, the evaluation committee recommends rejecting this proposal.
2. H&S Loss Control Inspections, Inc. had a 90 mean composite score. The evaluation committee’s recommended cutoff for qualifying to provide loss control property inspection services was an average score of 85 or greater. Thus, the evaluation committee recommends accepting this proposal.