

## Property Insurance Coverage for School Districts – RFP/Contract Timeline

*ALC-Executive Subcommittee*

- **June 15, 2023:** Subcommittee authorizes BLR to begin process of drafting RFP and determining possible vendors; and votes to begin study regarding Property Insurance Coverage for School Districts.
- **July 20, 2023:** Subcommittee Meeting -- discuss draft RFP and information regarding RFP process; *Motion adopted to authorize BLR to release RFP and the Committee co-chairs to approve the final version of the RFP.*
- **July 24, 2023:** RFP Released (at OSP website and to selected consultants, if requested)
- **August 21, 2023, 4:00 p.m.:** Proposals Due
- Summarizing all proposals received (2 week time period or 10 business days)
- **September 1, 2023:** Release summaries and binders to committee members for review (unredacted versions of proposals available for viewing in Director's Office beginning on this date.)
- **Two Subcommittee Meetings:**
  - \* **First Meeting:** Summaries of Proposals Presented/Evaluation of Proposals by committee members; Committee chooses top 3 Proposals to give presentations at next meeting
  - \* **Second Meeting:** Presentations by selected Consultants; Committee selects Consultant for Contract; Intent to Award (*will need motion choosing the Consultant, authorizing the Bureau to negotiate a contract that substantially matches the proposal submitted, and authorizing the chairs of the Committee to approve the final form of the Contract*)
- **September 14, 2023:** Executive Subcommittee Meeting – will discuss and approve the Contract and make a report to the full Legislative Council for final approval
- **September 15, 2023:** ALC Meeting -- Approval of Contract; Execution of the Contract by the BLR and Consultant upon approval of ALC.
  - Upon approval and execution of the contract, the consultant may begin its work for the Subcommittee.
  - *Study will occur from September 2023 through March 2024, with the final report and recommendations submitted to ALC at its March 2024 meeting.*