

## **Request for Proposal: Insurance Provider Review Consultant**

**Introduction:** The Genesee Valley Central School District is seeking proposals from qualified consultants to conduct a comprehensive review of our current insurance providers. We aim to assess the effectiveness, efficiency, and competitiveness of our insurance coverage to ensure optimal protection, price, and choice for our organization.

**Scope of Work:** The consultant will be responsible for the following tasks:

1. Conduct a thorough review of our current insurance policies, including but not limited to health, property, liability, and workers' compensation insurance.
2. Meet with stakeholder groups to glean perceptions and conduct a survey to identify insurance priorities.
3. Evaluate the coverage, limits, terms, and conditions of our current policies.
4. Analyze the cost-effectiveness of our current insurance plans compared to market standards and competitors.
5. Identify potential gaps in coverage, options, and recommend solutions to mitigate risks.
6. Meet with stakeholder groups to explain findings.
7. Provide a detailed report outlining findings, recommendations, and a proposed action plan.

**Qualifications:** The consultant should have the following qualifications:

1. Proven experience in insurance consulting, with a focus on reviewing insurance providers and policies.
2. In-depth knowledge of insurance products, regulations, and market trends.
3. Strong analytical skills and the ability to provide actionable recommendations.
4. Excellent communication skills and the ability to present complex information clearly and concisely.
5. Relevant certifications or qualifications in insurance or risk management.

**Proposal Submission:** Interested consultants should submit their proposals by June 7, 2024.

Proposals should include the following:

1. Consultant's background and relevant experience.
2. Proposed methodology for conducting the review.
3. Timeline for completing the review and delivering the final report.
4. Proposed budget, including all fees and expenses.
5. At least three references from previous clients or those familiar with work.

**Selection Criteria:** Proposals will be evaluated based on the following criteria:

1. Consultant's experience and qualifications.
2. Proposed methodology and approach.
3. Cost-effectiveness of the proposal.
4. Ability to meet the project timeline.
5. References and past performance.

**Timeline:**

- RFP Issued: May 14, 2024
- Deadline for Proposals: June 7, 2024
- Evaluation of Proposals: June 11, 2024
- Consultant Selection: June 18, 2024
- Project Commencement: July 1, 2024

**Contact Information:** For inquiries and submission of proposals, please contact Dr. Brian Schmitt, Superintendent at Genesee Valley CSD, 1 Jaguar Drive, Belmont, NY 14813. (585)268-7909, [bschmitt@genvalley.org](mailto:bschmitt@genvalley.org)