

TERREBONNE

Parish School District

201 Stadium Drive, Houma, LA 70360

FINANCE, INSURANCE, AND SECTION 16 LANDS COMMITTEE

Monday, May 21, 2018

5:00 P.M.

Central Office Board Room

REVISED

AGENDA

REVISED

1. Invocation and Pledge of Allegiance to the Flag
2. Matter bearing upon Boiler and Machinery Insurance renewal **(Proposed Recommendation)** – Jack Moore, Risk Manager

The Committee recommends that the Board accept the renewal proposal for Boiler and Machinery Insurance from Travelers Insurance Company (Arthur J. Gallagher of Louisiana, Inc., Broker of Record), with an annual premium of \$13,504.00, subject to a \$2,500.00 deductible, effective July 1, 2018.

3. Matter bearing upon Excess Workers' Compensation Insurance renewal **(Proposed Recommendation)** – Jack Moore, Risk Manager

The Committee recommends that the Board accept the renewal proposal for Excess Workers' Compensation Insurance from Safety National Casualty Corporation (USI Insurance Services, LLC, Broker of Record), with \$500,000.00 Self-Insured Retention, and a minimum annual premium in the amount of \$76,688.00, effective July 1, 2018, through July 1, 2020.

4. Matter bearing upon Excess Casualty Insurance renewal **(Proposed Recommendation)** - Jack Moore, Risk Manager

The Committee recommends that the Board accept the renewal offer for Excess Casualty Insurance renewal from Berkley Insurance Company. (Arthur J. Gallagher of Louisiana, Inc., Broker of Record), covering Automobile Liability, General Liability, Errors and Omissions Liability, and Nurse's Professional Liability with limits of \$1,000,000.00 per occurrence with a \$3,000,000.00 General Aggregate limit for General Liability, \$1,000,000.00 per accident for Auto Liability and \$1,000,000.00 per claim for Errors and Omissions and Nurse's Professional Liability, subject to \$300,000.00 Self-Insured Retention with an annual premium of \$169,050.00, rejecting Uninsured/Underinsured Motorist Liability, effective July 1, 2018, through July 1, 2019, and further authorize the Board President to sign all necessary documents pertaining thereto.

5. Matter bearing upon Student Accident Insurance **(Proposed Recommendation)** – Jack Moore, Risk Manager

The Committee recommends that the Board accept the proposal from Marc Harris (Agent of Record), underwritten by Mutual of Omaha, for Student Accident Insurance, including Volunteer Workers, with limits of \$25,000.00 per accident and Catastrophic Athletic Accident Insurance underwritten by Zurich Insurance Company, with limits of \$1,000,000.00, effective August 1, 2018, with an annual premium of \$193,827.00.

6. Matter bearing upon Flood Insurance renewal **(Proposed Recommendation)** – Jack Moore, Risk Manager

The Committee recommends that the Board authorize the renewal of Flood Insurance through Wright National Flood Insurance Company (Ledet Agency, Inc., Broker of Record), with an estimated annual premium in the amount of \$150,193.00, effective July 1, 2018.

7. Matter bearing upon the Official Journal for 2018-2019 Fiscal

Year **(Proposed Recommendation)** – Curtis Constrantiche, Purchasing Agent

The Committee recommends that the Board select *The Courier* to serve at the Official Journal for the Terrebonne Parish School Board, at the current rates, from July 1, 2018, through June 30, 2019.

8. Matter bearing upon the renewal of the Office Supply Catalog **(Proposed Recommendation)** – Curtis Constrantiche, Purchasing Agent

The Committee recommends that the Board authorize the renewal of the Office Supply Catalog Contract with Stire Office World, 1060 West Tunnel Boulevard, Houma, LA 70360, at the current rates, for a twelve (12) month period, from July 1, 2018, through June 30, 2019, under the same terms and conditions, upon mutual agreement between the Terrebonne Parish School Board and Stire Office World.

9. Matter bearing upon bid results for White Duplicator Paper and White and Colored Card Stock **(Proposed Recommendation)** – Curtis Constrantiche, Purchasing Agent

The Committee recommends that the Board accept the lowest bids received for White and Colored Card Stock from Contract Paper Group, Inc., 1519 Boettler Road, Suite B, Uniontown, OH 44685; and for White Duplicator Paper from Veritiv Operating Company, 12124 Industriplex Blvd., Baton Rouge, LA 70809, for a period of twelve (12) months, from July 1, 2018, through June 30, 2019, with an option to renew for two (2) additional twelve (12) month periods under the same terms and conditions, upon mutual agreement between the parties.

10. Matter bearing upon approval to advertise for bids on Hunting, Trapping Leases **(Proposed Recommendation)** – Curtis Constrantiche, Purchasing Agent

The Committee recommends that the Board authorize the Purchasing Department to re-advertise for bids for Hunting, Trapping Leases that are currently available due to no bids received.

11. Matter bearing upon Financial Software conversion **(Information)** – Rebecca Breaux, Chief Financial Officer
12. Matter bearing upon Monthly Budget-to-Actual Comparison report **(Information)** – Rebecca Breaux, Chief Financial Officer
13. Matter bearing upon Sales Tax collections update **(Information)** - Rebecca Breaux, Chief Financial Officer
14. Adjournment

COMMITTEE MEMBERS

Donald Duplantis, Chairman
Roosevelt Thomas, Vice Chairman
Debi Benoit

Rebecca Breaux
Chief Financial Officer

RB/bp

c: Board Members
Superintendent and Staff
Schools and ERC Members
Mr. C. Berwick Duval, II, Legal Counsel
Ms. Sandy Holloway, BESE, District 3
Mr. Lee Bloch; Bloch, Briggs & Associates
Mr. Michael J. Veazey; Veazey & Associates
Mr. Merlin Lirette, AIA, CEFP, The Merlin Group, LTD.
Mr. Stephen Smith, All South Consulting Engineers
The Courier, The Times, Charter Communications, KFOL/KJUN-HTV10
Radio Stations, KCIL/KJIN/KXOR
Houma-Terrebonne Chamber of Commerce
Presidents...TAE, TPA, A+PEL, Bus Drivers' Association, Food Service Association
Insurance Agents of Record