



# City of San Antonio

## Agenda Memorandum

**File Number:**21-4022

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**Agenda Item Number:** 5.

**Agenda Date:** 6/8/2021

**In Control:** Early Childhood Education Municipal Development Corporation Board of Directors

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**DEPARTMENT:** Pre-K 4 SA

**DEPARTMENT HEAD:** Sarah Baray, Ph.D.

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Program Insurance Renewal

### **SUMMARY:**

This item requests Board action to approve the purchase of required insurance from the recommended companies Hartford, Philadelphia, and a company to be determined for Pre-K 4 SA Property, Student Incident, and General Liability insurance, respectively, for the North, South, East, and West Education Centers with a total premium of approximately \$150,000.00 annually through July 1, 2023 for a total amount not to exceed \$300,000.00; the City of San Antonio provides coverage meeting the Workers' Compensation requirement.

### **BACKGROUND INFORMATION:**

The Memorandum of Understanding (MOU) that Pre-K 4 SA maintains with the eight participating independent school districts (ISD) requires that Pre-K 4 SA uphold a third-party insurance policy to cover the following areas:

- Worker's Compensation (provided by the City of San Antonio)
- Errors and Omissions
- Directors' and Officers' Liability
- Commercial General Liability
- Abuse & Molestation Liability
- Automobile Liability (Hired & Non-Owned Only)
- Program Consultants

- Excess Umbrella Liability
- Property Insurance
- Student Accident Insurance

In May 2021, Pre-K 4 SA insurance brokerage company McGriff, Seibel's, and Williams provided staff with a quote for the required types of insurance coverage outlined in the Pre-K 4 SA MOU for the four Education Centers. The total annual premium is approximately \$150,000.00.

Under the terms of its Partnership MOU's, Pre-K 4 SA is required to ensure that insurance coverage remains in effect for the four Education Centers, without lapse. The existing insurance policies expire in July 1, 2021.

McGriff, Pre-K 4 SA's insurance broker, expanded into the Excess & Surplus lines market to obtain quotes for General Liability insurance. These quotes are expected to be received by June 5 and a carrier will be chosen thereafter. Pre-K 4 SA will bring the chosen carrier back to the Board for ratification in August.

### **ISSUE:**

This item requests Board action to approve the purchase of required insurance from the recommended companies Hartford, Philadelphia, and a company to be determined for Pre-K 4 SA Property, Student Incident, and General Liability insurance, respectively, for the North, South, East, and West Education Centers with a total premium of approximately \$150,000.00 annually through July 1, 2023 for a total amount not to exceed \$300,000.00; the City of San Antonio provides coverage meeting the Workers' Compensation requirement.

### **ALTERNATIVES:**

If the Board does not approve this item, Pre-K 4 SA staff will need to obtain new quotes for insurance coverage and bring the item to the Board for approval before the policy expiration date of July 1, 2021.

### **FISCAL IMPACT:**

Funds for insurance coverage are budgeted and available in the FY 2022 Pre-K 4 SA Annual Operating Budget.

### **RECOMMENDATION:**

Pre-K 4 SA Staff recommends the Board approve the purchase of required insurance from the recommended companies Hartford, Philadelphia, and a company to be determined for Pre-K 4 SA Property, Student Incident, and General Liability insurance, respectively, for the North, South, East, and West Education Centers with a total premium of approximately \$150,000.00 annually through July 1, 2023 for a total amount not to exceed \$300,000.00; the City of San Antonio provides coverage meeting the Workers' Compensation requirement.