



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 4

Agenda Date: Invalid date

In Control: San Antonio Early Childhood Education Municipal Development Corporation Meeting

DEPARTMENT: Pre-K 4 SA

DEPARTMENT HEAD: Dr. Sarah Baray

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Program Insurance

SUMMARY:

This item requests Board action to approve the purchase of required insurance from recommended companies 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 \$180,000.00 annually through July 1, 2025 for a total amount not to exceed \$360,000.00; 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

Pre-K 4 SA insurance brokerage company McGriff, Seibel's, and Williams will provide staff with quotes 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 not expected to exceed \$180,000.00.

ISSUE:

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 on July 1, 2023. Quotes for the purchase of the required insurance coverage are expected to be received by May 15, 2023 and the carriers will be chosen thereafter. Pre-K 4 SA will bring the chosen carriers back to the Board for ratification at the next scheduled Board meeting in September.

FISCAL IMPACT:

This item authorizes the purchase of required insurance from recommended companies 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 \$180,000.00 annually through July 1, 2025 for a total amount not to exceed \$360,000.00; the City of San Antonio provides coverage meeting the Workers' Compensation requirement.

Funds for insurance coverage are budgeted and available in the FY 2024 Pre-K 4 SA Annual Operating Budget.

ALTERNATIVES:

If the Board does not approve this item, Pre-K 4 SA staff will need to schedule a special Board meeting to consider approval of this item before the policy expiration date of July 1, 2023.

RECOMMENDATION:

Staff recommends Board approval of the purchase of required insurance from recommended companies 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 \$180,000.00 annually through July 1, 2025 for a total amount not to exceed \$360,000.00; the City of San Antonio provides coverage meeting the Workers' Compensation requirement.