



New Jersey Schools Insurance Group
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Mount Laurel, New Jersey 08054
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Board of Trustees Meeting of June 21, 2023
Action Item
School employee training services
NJSIG No. 0623-12

As a part of NJSIG's efforts to maintain compliance with the PSCL, NJSIG issued a request for proposals for school employee training services (LC-2023-0001). As a result of this open and fair process, NJSIG received numerous proposals for school employee training services, as outlined in the committee's narrative report. These proposals were evaluated using weighted evaluation criteria, and the results of that evaluation are attached. Thus, based on the results of the committee's evaluation, it is proposed that a contract for school employee training services be awarded to Scenario Learning LLC dba Vector Solutions for a duration of thirty-six (36) months.

**NEW JERSEY SCHOOLS INSURANCE GROUP
MEMORANDUM**

Date: June 20, 2023

To: Board of Trustees
New Jersey Schools Insurance Group

From: Evaluation Committee for LC-2023-0001

Subject: School employee training services (LC-2023-0001) competitive contracting narrative summary report and recommendations

The New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group, also known as a governmental risk pool, established in accordance with P.L. 1983, c. 108, that provides insurance coverage and risk management services to member school districts. The NJSIG Member Services Department provides a variety of loss control and risk management services for members in an effort to reduce claim frequency and severity. As part of these efforts, NJSIG offers school employee training services to aid members in the professional development of their staff. These training services are provided by NJSIG to its members to aid them in meeting their obligations under the law to train school employees on an array of topics for the purpose of professional development.

NJSIG sought proposals from qualified organizations to provide school employee training services. A full copy of the scope of work is contained within the request for proposals for school employee training services (LC-2023-0001). This solicitation was conducted in a fair and open process in accordance with the requirements for competitive contracting under the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq. As a result of this solicitation, NJSIG received four proposals in total.

An evaluation committee was convened to evaluate and summarize the proposals based on weighted evaluation criteria. These weighted evaluation criteria were designed to fairly evaluate all proposals, and are based on the model evaluation criteria set forth by the State of New Jersey, Department of Community Affairs, Division of Local Government Services as codified at N.J.A.C. 5:34-4.2. This evaluation methodology is designed to fairly evaluate the responsiveness of each proposal, and the responsibility of each proposer, based on the technical criteria, management criteria and cost criteria. A complete copy of the evaluation criteria, the relative weights assigned to the evaluation criteria and an explanation of the factors each criteria are intended to evaluate

is included in the request for proposals for school employee training services (LC-2023-0001).

The results of the evaluation committee are summarized below:

1. Educational Development Software had a 67.50 mean composite score. The evaluation committee recommends rejecting Educational Development Software's proposal.
2. Global Compliance Network had a 71.75 mean composite score. The evaluation committee recommends rejecting Global Compliance Network's proposal.
3. Scenario Learning LLC dba Vector Solutions had a 86.75 mean composite score. The evaluation committee recommends accepting Scenario Learning LLC dba Vector Solutions' proposal.
4. Schenck Price Smith & King LLP had a 28.00 mean composite score. The evaluation committee recommends rejecting Schenck Price Smith & King LLP's proposal.

Approved:

Lauren Schilling
Member Services Manager

Lauren Schilling

6/20/23

New Jersey Schools Insurance Group
Resolution Authorizing the Execution of a
Contract Pursuant to the Public School Contracts Law

NJSIG No. 0623-12

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage for its members;

WHEREAS, NJSIG requires school employee training services to aid members in the professional development of their staff;

WHEREAS, NJSIG has engaged in a fair and open competitive contracting process, pursuant to which proposals were solicited; and,

WHEREAS, an evaluation committee was convened by NJSIG and has evaluated all proposals submitted.

NOW THEREFORE, BE IT RESOLVED that:

- 1) NJSIG awards a contract for school employee training services for a duration of thirty-six (36) months to Scenario Learning LLC dba Vector Solutions.
- 2) NJSIG awards the contract to this provider based on technical criteria, management criteria and cost criteria;
- 3) The Executive Director is hereby authorized to execute a contract with the above-referenced provider;
- 4) This designation is in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq.;

New Jersey Schools Insurance Group
Resolution Authorizing the Execution of a
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5) A notice of this action shall be published once in the official newspaper designated by NJSIG, and is on file and available for public inspection at the office of NJSIG.

I certify that the foregoing is a true copy of a Resolution passed by the New Jersey Schools Insurance Group at the meeting duly held on the 21st day of June, 2023.

New Jersey Schools Insurance Group

By: _____
Christopher Russo, Ed.D., Chairperson

Board Secretary
Use Only

DATE:

MOVED BY:

SECONDED BY:

VOTE: