

M E M O R A N D U M

TO: Governing Board Members

FROM: Jennifer Smith, Chief of Staff

DATE: September 11, 2025

SUBJECT: Third Party Claims Administration

Agenda Item Background:

This request is to enter into a one-year contract with four one-year renewal options with Davies Claims North America, Inc., for third-party claims administration. Davies Claims North America, Inc., will partner with the District for workers' compensation, and general and automobile liability. These self-insured programs protect the District's approximately 1,523 employees.

Davies Claims North America, Inc., was awarded a contract for Third Party Claims Administrator Workers Comp, Liability & Property through a competitive bid process administered by the City of Naples, Florida (RFP 24-024). The District is permitted to utilize RFP 24-024 for its own third-party claims administration as an exception to competitive solicitation pursuant to Florida Law as well as Section 155-6 of the District's Procurement Policy.

Additional Item Background:

Core Mission and Strategic Priorities:

This item supports the District's need to provide a safe and secure environment for employees and visitors, to properly support and manage a State-approved self-insured risk management program, and to comply with the Rules and Regulations of the Florida Division of Workers' Compensation. The Human Resources Risk Management Department will be responsible for implementing this contract.

Funding Source:

The contract with Davies Claims North America, Inc., for third party claims administration services will be funded through dedicated funds (Internal Service Fund - Self-Insurance).

Staff Contact and/or Presenter:

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ATTACHMENTS:

[Resolution No. 2025-0910](#)