

**BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**  
**RESOLUTION #2023-17**

**A RESOLUTION AUTHORIZING THE FUND CHAIR AND FUND SECRETARY TO EXECUTE  
A CONTRACT WITH NORTH SHORE RISK CONSULTING TO COMPLETE A CLAIMS AUDIT  
AT A COST NOT TO EXCEED \$19,200**

**WHEREAS**, the Burlington County Municipal Joint Insurance Fund (FUND) has been organized pursuant to *N.J.S.A. 40A:10-36 et. seq.*; and

**WHEREAS**, the FUND is duly constituted as a Municipal Self Insurance Fund to provide insurance coverage to its member municipalities; and

**WHEREAS**, the FUND utilizes the same Claims Administrator (Qual Lynx) and claims adjuster unit as the Atlantic County Municipal Joint Insurance Fund (ACM JIF) and the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF); and

**WHEREAS**, each of the aforementioned Funds authorized the Executive Director to prepare, advertise, and release a Request for Proposals for professional firms to complete a claims audit of the workers compensation, liability and property units servicing the aforementioned Joint Insurance Funds; and

**WHEREAS**, the Executive Director's office issued a Request for Proposals (RFP) on September 26, 2022 with all proposals to be returned to the Executive Director's office by October 25, 2022; and

**WHEREAS**, proposals were received from Innovative Claims Strategies, Independent Consulting & Risk Management Services, Inc., Praxis Claims Consulting, and North Shore Risk Consulting LLC; and

**WHEREAS**, following a legal review for compliance with the mandatory requirements of the RFP it was determined that the proposal from Independent Consulting & Risk Management Services was not in compliance with the mandatory requirements as contained in the RFP; and

**WHEREAS**, in reviewing the fee proposals from each responding firm it was determined that the aforementioned Joint Insurance Funds did not have adequate funding to award a contract to Innovative Claims Strategies; and

**WHEREAS**, each of the aforementioned Joint Insurance Funds assigned a Fund Commissioner, who was a sitting member of the Joint Insurance Fund's Claims Review Committee, to an Evaluation Committee to review the remaining two (2) proposals received; and

**WHEREAS**, the proposals received from Praxis Claims Consulting and North Shore Risk Consulting LLC were reviewed and evaluated using the criteria included in the RFP that outlined the basis by which the proposals would be evaluated; and

**WHEREAS**, following the evaluation and scoring process of each of the proposals, the representatives from each of the Joint Insurance Funds have determined that North Shore Risk Consulting should be awarded a contract to complete a claims audit in accordance with the terms and conditions outlined in the RFP; and

**WHEREAS**, based upon the number of FUND claims to be audited and other associated costs as outlined in the proposal from North Shore Risk Consulting, the total cost to the FUND for their portion of the claims audit shall not exceed \$19,200; and

**WHEREAS**, funds to pay for this expense are available in the 2019, 2020, 2021, & 2022 FUND Year operating expense budgets; and

**WHEREAS**, utilizing funds from the 2019, 2020, 2021, & 2022 FUND Years to pay for this expense is appropriate in that claims from each of these years will be included in the claims audit;

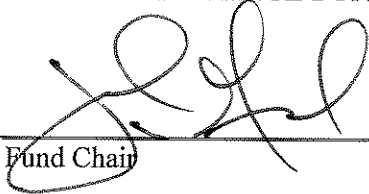
**NOW THEREFORE BE IT RESOLVED**, by the Commissioners of the Burlington County Municipal Joint Insurance Fund that the FUND Chair and FUND Secretary are hereby authorized to execute a Contract with North Shore Risk Consulting to complete a claims audit at a cost not to exceed \$19,200; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be provided to the ACM JIF, TRICO JIF, Executive Director's office, Fund Treasurer, and Claims Administrator for their information and knowledge.

This Resolution was duly adopted by the Burlington County Municipal Joint Insurance Fund at a public meeting held on January 17, 2023.

**BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

Attest:   
Fund Secretary

By:   
Fund Chair

Date: January 17, 2023