

**School District of Janesville
Request for Proposal Benefit Consulting Services**

The School District of Janesville, herein referred to as "District", is requesting bids for insurance benefits consulting services. Please address two copies of the proposal to:

School District of Janesville
Attn: Dr. Mary Ann Kahl
527 S. Franklin Street
Janesville, WI 53548

Proposals must be received in the School District of Janesville Employee Benefits Office by:

3:30 p.m. April 28, 2014

Proposals will be opened starting at **9:00 a.m.** on **Tuesday, April 29, 2014** at the School District of Janesville's Educational Service Center, 527 S. Franklin Street, Janesville, Wisconsin, Board Room #2. Proposals received after this date and time will be rejected. Proposals must remain in effect the life of the contract.

All proposals will be evaluated and a recommendation for selection will be made as soon as possible after **June 10, 2014**. Evaluation will be based on the review and analysis of each firm's proposal content and the firm's fee structure. Selected candidates will provide a presentation at a later date, as part of an interview process with District representatives.

The District reserves the right to contact any of the firms for further clarification or modifications. The District reserves the right to reject any or all proposals; to waive any technicality or error in any proposal or part therein; and to accept the same or combinations, in whole or in part, whichever is deemed to be in the best interest of the District.

Contracts are awarded to the most qualified, responsible and responsive proposer on the basis of the base proposal and full consideration of any or all interviews, as may be in the best interest of the District. Cost will greatly impact the selection process, but is not the final deciding factor.