

**CITY OF CORAL GABLES**

**-MEMORANDUM-**

**TO:** Honorable Mayor and  
Members of the City Commission

**Date:** September 11, 2024

**FROM:** Amos Rojas, Jr. Amos  
City Manager Rojas Jr.

Digitally signed by  
Amos Rojas Jr.  
Date: 2024.09.11  
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**SUBJECT:** Award Recommendation  
RFP 2024-022 Group Dental Insurance

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At the next available City Commission Meeting an award recommendation for RFP 2024-022 Group Dental Insurance will be included on the agenda. This memorandum serves to notify you that in accordance with Section 2-763 of the City Code entitled "Contract Award", my recommendation to the City Commission for award of the subject RFP is as follows:

- 1) Accept the recommendation of the Chief Procurement Officer to award the RFP and authorize negotiations with Humana Insurance Company, the highest ranked responsive and responsible proposer.
- 2) Should negotiations fail with the top-ranked proposer, negotiations may commence with the next highest ranked responsive-responsible proposer Delta Dental Insurance Company, if determined to be in the best interest of the city, until a satisfactory agreement and contract amount that is fair, competitive, and reasonable is reached.
- 3) Reaffirm the City's right to pursue alternative courses of action.

On June 6, 2024, the Procurement Division of Finance formally advertised, issued, and distributed Group Vision Insurance, Request for Proposals (RFP) 2024-022. Twenty-one (21) prospective proposers were notified of the RFP package from INFOR, the City's web-based e-procurement system.

On July 25, 2024, seven (7) firms submitted proposals, including one (1) no proposal, in response to the RFP: Cigna Health and Life Insurance Company, Delta Dental Insurance Company, Humana Insurance Company, KNL, Inc., Solstice Benefits, Inc., Standard Insurance Company, and United Healthcare Insurance Company.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP. During the review, it was determined by Procurement, after consulting with the City Attorney's Office, that United Healthcare Insurance Company, would be deemed non-responsive based on their failure to provide the required business references prior to the closing of the solicitation.

On September 3, 2024, the Evaluation Committee convened to evaluate the five (5) responsive and responsible proposals and ranked the firms in the following order of preference: Humana Insurance Company, (top ranked), Delta Dental Insurance Company (second ranked), Cigna Health and Life Insurance Company (third ranked), Solstice Benefits, Inc., (fourth ranked), and Standard Insurance Company (fifth ranked). The Evaluation Committee determined that Humana Insurance Company, was the highest ranked responsive-responsible proposer to provide the requested services for an initial three (3) year term with two (2) one (1) year renewals.

The Evaluation Committee further recommended that should negotiations fail with Humana Insurance Company, negotiations could be conducted with the next two (2) ranked firms, Delta Dental Insurance Company, and Cigna Health and Life Insurance Company. After successful negotiations, a Professional Services Agreement will be executed. A more detailed description of the RFP, proposal response and evaluation results will be provided to you as part of the agenda package.

Please contact me should you have any questions.

Copy:

Cristina M. Suárez, City Attorney

Billy Y. Urquia, City Clerk

Alberto N. Parjus, Deputy City Manager

Raquel Elejabarrieta, Human Resources, Labor Relations and Risk Management Director

Diana M. Gomez, Finance Director

Celeste S. Walker-Harmon, Chief Procurement Officer