



City of Coral Gables
CITY COMMISSION MEETING
August 25, 2020

ITEM TITLE:

Resolution. A Resolution accepting the recommendation of the Chief Procurement Officer to award Risk Management & Insurance Brokerage Services contract to Arthur J. Gallagher Risk Management Services, Inc., the highest ranked responsive-responsible proposer, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award" and Request for Proposals (RFP 2019-041).

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The purpose of this RFP is to engage a qualified and experienced professional firm ("Proposer") to provide Risk Management & Insurance Brokerage Services. The awarded Proposer will be responsible for procuring insurance policies (net of commission) and to provide risk management related services for the City's next insurance period, which starts May 1, 2021, for an initial three (3) years term and with the option to renew for two (2) additional two (2) year periods.

On February 13, 2020, the Procurement Division of Finance formally advertised, issued, and distributed the Request for Proposals (RFP) 2019-041 Risk Management & Insurance Brokerage Services. Sixteen (16) prospective proposers downloaded the RFP package from Public Purchase, the City's web-based e-Procurement service.

On March 11, 2020, five (5) firms submitted proposals in response to the RFP: Arthur J. Gallagher Risk Management Services, Inc.; CIC Hotaling Insurance Services dba Hotaling Insurance Services; Foundation Risk Partners Corp dba Halifax-Acentria Public Risk); Gil, Garden, Avetrani Insurance Group, LLC., and McGriff, Seibels & Williams, Inc. The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirement of the RFP and to identify the responsive and responsible proposers. During the review, it was determined that the following proposers would be deemed non-responsive, and would receive no further consideration for award: Foundation Risk Partners, Corp dba Halifax-Acentria Public Risk.(proposer failed to meet the minimum qualifications for this RFP), CIC Hotaling Insurance Services dba Hotaling Insurance Services (proposer failed to meet the minimum qualifications for this RFP); and Gil, Garden, Avetrani Insurance Group, LLC.(proposer failed to submit the required forms and information to determine responsiveness).

On May 22, 2020, the Evaluation Committee convened to evaluate the two (2) responsive and responsible proposals and ranked the firms in the following order of preference: Arthur J. Gallagher Risk Management Services, Inc.(top-ranked); McGriff, Seibels & Williams, Inc.(second ranked). The Evaluation Committee determined that Arthur J. Gallagher Risk Management Services, Inc. was the highest ranked responsive-responsible proposer.

The Evaluation Committee further recommended that should negotiations fail with Arthur J. Gallagher Risk Management Services, Inc., negotiations may be conducted with the next ranked firm, McGriff, Seibels & Williams, Inc., if determined to be in the best interest of the City until an agreement and contract amount acceptable to the City has been reached.

The Chief Procurement Officer recommends accepting the Evaluation Committee's recommendation to award and negotiate with Arthur J. Gallagher Risk Management Services, Inc. for RFP 2019-041 Risk Management & Insurance Brokerage Services and award a contract for an initial period of three (3) years with options to renew for two (2) additional two (2) year periods.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$90,000	540-0000-590-31-90	Insurance Fund
Total:	\$90,000		

ATTACHMENT(S):

- 1. Draft Resolution**