



**City of Coral Gables
CITY COMMISSION MEETING
October 28, 2025**

ITEM TITLE:

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE CHIEF PROCUREMENT OFFICER TO AWARD RFP 2025-019 INSURANCE BROKERAGE AND RISK MANAGEMENT SERVICES TO ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, LLC, THE RECOMMENDED RESPONSIVE AND RESPONSIBLE PROPOSER, PURSUANT TO SECTION 2-763 OF THE PROCUREMENT CODE ENTITLED "CONTRACT AWARD" AND REQUEST FOR PROPOSAL (RFP) 2025-019.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The purpose of this RFP is to establish a contract with a qualified and experienced professional firm ("Proposer") to provide comprehensive Risk Management Services and to serve as the City's Broker/Agent of Record for various lines of insurance coverage.

On July 17, 2025, the Procurement Division of Finance formally advertised, issued, and distributed Request for Proposals (RFP) 2025-019 Insurance Brokerage and Risk Management Services. One hundred and thirty-four (134) prospective proposers were notified by INFOR, the City's web-based e-Procurement system.

On August 27, 2025, three (3) firms responded to the RFP, including one (1) No Bid (NB): Arthur J Gallagher Risk Management, LLC, Aon Risk Services, Inc. of Florida (NB) and Hotaling Insurance Services.

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 Hotaling Insurance Services was deemed non-responsive based on their failure to submit sufficient documentation to verify that they meet the minimum qualification requirements, as required in Sections 3A1 and 3A2 of the RFP.

On September 30, 2025, the Evaluation Committee convened to evaluate the one (1) responsive and responsible proposal. The Evaluation Committee recommended that the City negotiate with Arthur J. Gallagher Risk Management Services, LLC, to provide the requested services for an initial three (3) year term with two (2) one (1) additional year periods.

The Chief Procurement Officer recommends accepting the Evaluation Committee's recommendation to award and negotiate an agreement with Arthur J. Gallagher Risk Management Services, LLC, for RFP 2025-019 Insurance Brokerage and Risk Management Services for an initial period of three (3) years with the option to renew for two (2) additional one (1) year period exercisable at the option of the City Manager in an amount not to exceed the available budget.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$84,150.00	540-9915-590-3118	FY26 Insurance Fund
Total:			

Fiscal Impact: The selected Insurance Broker and Risk Management Vendor will assist the City with the selection of several lines of property and liability insurance coverage which will help mitigate the City's exposure. These various insurance policies amount to multiple millions per year in insurance premiums and are critical to ensuring that the City and its assets are properly insured. The vendor will play a pivotal role in this process by researching the insurance markets and providing the City insurance options which allow the City flexibility and minimize overall insurance cost.

They also assist with tracking and managing insurance claims against the City offering professional advice to effectively and efficiently resolve those claims.

ATTACHMENT(S):

1. Resolution