



City of Coral Gables
CITY COMMISSION MEETING
January 12, 2016

H-1

ITEM TITLE:

A Resolution accepting the recommendation of the Chief Procurement Officer to award the Risk Management and Insurance Brokerage contract to Arthur J. Gallagher Risk Management Services, Inc., in the amount of \$120,000 annually, pursuant to Section 2-828 entitled "Contract Award" of the Procurement Code and Request for Proposal (RFP) 2015.09.11; with the contract running for a period of three (3) years with two (2) additional two (2) year renewal option periods.

DEPARTMENT HEAD RECOMMENDATION:

Approval

BRIEF HISTORY:

The purpose of this Request for Proposal (RFP) is obtain Risk Management Services, and to ultimately appoint a Broker/Agent of Record for various lines of insurance coverage. The Insurance Broker(s)/Agent(s) will be responsible for procuring insurance policies and to provide risk management related services.

On September 11, 2015, the Procurement Division of Finance formally advertised, issued and distributed the Risk Management and Insurance Broker Request For Proposal (RFP) No. 2015.09.11. On October 15, 2015, only one (1) proposal was received from Arthur J. Gallagher Risk Management Services, Inc., who is the current provider of these services to the City of Coral Gables. Seven other firms had requested the RFP from Procurement, but ultimately decided not to submit a response to the RFP.

On November 9, 2015, the Evaluation Committee convened to evaluate the one (1) responsive proposal received, but decided based on Section 2-768(f) to request that the Chief Procurement Officer to re-solicit the RFP. After receiving this recommendation, the City Manager requested that the Evaluation Committee evaluate the proposal from Arthur J. Gallagher Risk Management Services, Inc., to determine if they are qualified to perform the work as required in the RFP Scope of Services. The Evaluation Committee met again on November 24, 2015, and based on their combined evaluation score unanimously recommended Arthur J. Gallagher for consideration by the Insurance Advisory Committee and City Commission to be awarded the Risk Management and Insurance Brokerage contract.

On December 3, 2015, the Insurance Advisory Committee met and concurred with the Evaluation Committee's recommendation of Arthur J. Gallagher Risk Management Services, Inc.

ADVISORY BOARD/COMMITTEE RECOMMENDATION(S):

Date	Board/Committee	Comments
December 3, 2015	Insurance Advisory Board	Approved

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$120,000	540-0000-590-45-50	Insurance Fund
Total	\$120,000	Approval By:	

APPROVED BY:

Department Director	City Attorney	City Manager

ATTACHMENT(S): 1. Draft Resolution 2. RFP Response