

CITY OF CORAL GABLES

-MEMORANDUM-

TO: Honorable Mayor and
Members of the City Commission

Date: September 12, 2024

FROM: Amos Rojas, Jr.
City Manager

SUBJECT: Award Recommendation
RFP 2024-021 Group Life Insurance with
AD&D Coverage

At the next available City Commission Meeting an award recommendation for RFP 2024-021 Group Life Insurance with AD&D Coverage 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 Standard 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 and responsible proposer Securian Life 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 Life Insurance with AD&D Coverage, Request for Proposals (RFP) 2024-021. Seventeen (17) prospective proposers were notified of the RFP package from INFOR, the City's web-based e-procurement system.

On July 22, 2024, three (3) firms responded, including one (1) no proposal, in response to the RFP: KNL, Inc., Securian Life Insurance Company, DBA Ochs, Inc. and Standard Insurance Company.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP. Securian Life Insurance Company, DBA Ochs, Inc. and Standard Insurance Company were both deemed to be responsive to the requirements of the RFP.

On September 11, 2024, the Evaluation Committee convened to evaluate the two (2) responsive and responsible proposals and ranked the firms in the following order of preference Standard Insurance Company (first ranked) and Securian Life Insurance Company, DBA Ochs, Inc (second ranked). The Evaluation Committee determined that Standard Insurance Company was the highest ranked responsive-responsible proposer to provide the requested services for an initial three (3) year term with two (2) optional one (1) year renewals.

The Evaluation Committee further recommended that should negotiations fail with Standard Insurance Company, negotiations could be conducted with the next ranked firm, Securian Life Insurance Company, DBA Ochs, Inc.

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

Joe Gomez, Assistant City Manager

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

Diana M. Gomez, Finance Director

Celeste S. Walker-Harmon, Chief Procurement Officer