

CITY OF CORAL GABLES

-MEMORANDUM-

TO: Honorable Mayor and
Members of the City Commission

Date: September 9, 2019

FROM: Peter J. Iglesias, P.E.
City Manager



SUBJECT: Award Recommendation
RFP 2019-022 Group Life and
AD&D Insurance

At the October 8, 2019 City Commission Meeting an award recommendation for RFP 2019-022 Group Life and AD&D Insurance will be included on the agenda. This memorandum (and attached supplemental information) 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 Procurement Officer, and in conjunction with the Evaluation/Selection Committee to award the RFP and authorize negotiations with Standard Insurance Company (The Standard) the highest ranked responsive and responsible proposer, for Group Life and AD&D Insurance, RFP 2019-022.
- 2) Should negotiations fail with the top-ranked proposer, authorize the Human Resources Director, after consultation with the Procurement Officer, to negotiate with the next most qualified proposer, up to the third ranked qualified Proposer, until a satisfactory agreement and contract amount that is fair, competitive, and reasonable is reached.

On June 14, 2019, the Procurement Division of Finance formally advertised, issued, and distributed Group Life and AD&D Insurance, Request for Proposals (RFP) 2019-022. Twenty-five (25) prospective proposers downloaded the RFP package from Public Purchase, the City's web-based e-Procurement service.

On July 22, 2019, eight (8) firms submitted proposals in response to the RFP: Hartford Life and Accident Insurance Company; Life Insurance Company of North America; Metropolitan Life Insurance Company (Metlife); Minnesota Life Insurance Company; Standard Insurance Company (The Standard); Sun Life Assurance Company of Canada; Symetra Life Insurance Company; and USABLE Life.

On August 23, 2019, the Evaluation Committee convened to evaluate the eight (8) responsive proposals and ranked the firms in the following order of preference: Standard Insurance Company (The Standard) (top-ranked); Metropolitan Life Insurance Company (Metlife) (second ranked); Hartford Life and Accident Insurance Company (third ranked); Symetra Life Insurance Company (fourth ranked); USABLE Life (fourth ranked); Life Insurance Company of North America (fifth ranked); Minnesota Life Insurance Company (sixth ranked); and Sun Life Assurance Company of Canada (seventh ranked). The Evaluation Committee determined that Standard Insurance Company (The Standard) was the highest ranked responsive-responsible proposer. The Evaluation Committee further recommended that should negotiations fail with Standard Insurance Company (The Standard), that negotiations commence with the next ranked firm, up to the third ranked firm, until an agreement and contract amount acceptable to the City has been reached.

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:

Miriam Soler Ramos, Esq., City Attorney

Billy Y. Urquia, City Clerk

Eduardo Santamaria, Assistant City Manager

Karla Green, Human Resources Director



Diana M. Gomez, Finance Director

Celeste S. Walker, Assistant Finance Director for Procurement



RFP 2019-022
Group Life and AD&D Insurance
EVALUATION OF PROPOSALS
COMPOSITE

SELECTION CRITERIA	PROPOSERS	Maximum Criteria Points	Maximum Total Points (5 Members)	Hartford Life and Accident Insurance Company	Life Insurance Company of North America	Metropolitan Life Insurance Company (Metlife)	Minnesota Life Insurance Company	Standard Insurance Company (The Standard)	Sun Life Assurance Company of Canada	Symetra Life Insurance Company	USAble Life
Experience & Qualifications		35	175								
Company history and description...			100	97	91	93	87	92	87	73	66
Proposer's relevant knowledge and experience in providing the services...			75	73	62	70	53	71	53	44	58
Experience & Qualifications Total				170	153	163	140	163	140	117	124
Proposed Approach and Methodology		15	75								
Proposer's overall detailed approach...			25	25	21	21	12	22	17	12	18
Proposer's lack of restrictions or exclusions imposed.			25	23	22	23	23	24	18	17	23
Comprehensive description of the Proposer's ability to duplicate existing coverage...			25	25	25	25	25	24	0	17	25
Proposed Approach and Methodology Total				73	68	69	60	70	35	46	66
Past Performance and References		10	50								
Proposer's three (3) references (but no more than five (5)) from public sector agencies, similar in size to the City....			35	35	35	20	28	35	34.5	34	33
Civil, criminal, administrative, other similar proceeding filed or pending...			15	12	12	12	15	12	12	12	12
Past Performance and References Total				47	47	32	43	47	46.5	46	45
Overall Cost		40	200								
Proposed pricing on rates being charged for employees.			150	79	78	120	70	135	34	150	124
Proposer's Cost Guarantees or rating caps that can be applied for future rating periods.			50	49	45.5	49	49	49	23	49	49
Overall Cost Total				128	123.5	169	119	184	57	199	173
TOTAL POINTS		100	500	418	392	433	362	464	279	408	408
RANKING				3	5	2	6	1	7	4	4

Signature: 
 Chairperson: 
 Reviewed By: 

Print Name: Vanessa Flores
 Print Name: Letrice Y Smith

Date: 8/23/19
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