

**DEPARTMENT RECOMMENDATION OF  
 BID (ITB, RFP, BEB, RFQ) INTENDED AWARD**

To: Procurement, Box 32

Attn: Gayle Dykeman (Buyer)

Bid #: RMDX-210025-GD

Bid Due Date: April 9, 2021

Bid Title: Broker/Agent Insurance and Risk Management Consulting Services

**NO AWARD – REJECT ALL BIDS**

Justification for No Award:

- Bids over budget
- Only one bid received
- Other (provide detailed explanation: \_\_\_\_\_)

**IMPORTANT:** The Cone of Silence is in effect until the contract is awarded including City Commission approval. Violation of this provision shall result in disqualification of the bidder/vendor.

**RECOMMENDATION FOR INTENDED AWARD**

Recommended RFP Ranking:

| Vendor                           | Ranking |
|----------------------------------|---------|
| Marsh USA, Inc.                  | 1       |
| Alliant Insurance Services, Inc. | 2       |
| McGriff Insurance Services, Inc. | 3       |

Bid award amount: \$195,000

**Justification for the Recommendation:**

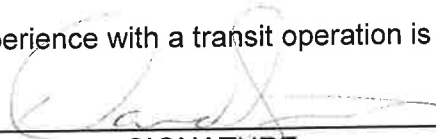
Procurement conducted a Request for Proposal, which received four responses. All responses were evaluated and a short list was created of the top three vendors. Those vendors were invited to oral presentations, after which the presentations were evaluated. Their response submittal and oral presentation were thorough and responsive and meets the needs of the City.

I hereby certify the recommended straight low bidder/vendor ranked No. 1 is the most responsive and responsible bidder meeting all requirements, certifications, forms, and/or minimum criteria/qualifications listed below (*include qualifications/requirements directly from ITB, RFP, BEB, RFQ document*):

- a. Minimum 10 years with public entities of equal size and complexity.
- b. Must have experience with a power generating utility having at least 400MW of generating capacity
- c. Experience with the marketing and placement of a complex insurance program, including the placement of a property program with a minimum total insured value of \$500,000,000.
- d. Property placement must have a significant boiler and machinery component.
- e. Service team should have a public entity client with a minimum insurance placement of \$3 million.
- f. Proposer shall have experience coordinating loss control visits with carriers.

g. Prior experience with a transit operation is preferred.

Recommended by: \_\_\_\_\_



SIGNATURE

Phone: 393-8898

Title: \_\_\_\_\_

David Jarvis

PRINTED NAME

Date: 5/18/21

**IMPORTANT:** The Project Manager is responsible for initiating, completing and executing the contracts. Fully signed (including City Attorney and City Commission approval) contracts are forwarded to Purchasing for the issuance of a purchase order.

City Commission required:  Yes

City Commission meeting on \_\_\_\_\_ (date confirmed of approved agenda item).

City Commission approval is not required:  No

(Indicate Policy exemption section (i.e. Sec 7.1(c))

Vendor is active in the Advantage Financial System – Department is responsible to obtain appropriate documentation to activate vendor.