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Submitted
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CITY OF GAINESVILLE

Gainesville Regional Utilities
General Government

Request for Proposal Process

- Request for Proposals initiated via Demand Star – March 31, 2005
 - 2 additional notices in Gainesville Sun
- Two Proposals Received – April 20, 2005

Background

- Gainesville is unique
 - \$4 million total program
 - \$1.5 million property
 - » 96% GRU/4% GG
 - \$1 million workers compensation
 - » 50% GRU/ 50% GG
 - » \$1.5M remaining products
 - 50% GRU/50% GG

Total = \$2.69 million GRU (67%) ; \$1.31 million GG (33%)

Evaluation of Written Proposals

- Two Step Process
 - Step 1 – Qualifications and Responsiveness to RFP – 3 separate evaluators
 - » PRIA 70; 69; 67
 - » AJG 83; 83; 81
 - Step 2 – Price
 - » PRIA – Hard Dollar Fee = \$99,500 (15 points)
 - » AJG – 7.5% = \$287,000 (5 points)

SERVICES PROVIDED

- Facilitate annual loss control walk-throughs and round tables with carriers
- Quarterly meetings for claims review, loss control and exposure changes
- Insurance review, bid taking, recommendations and final placement coordination
- Facilitate claims reconciliation with carriers

Request for Proposal Process (Continued)

- Written Scores with Price Consideration
 - PRIA 65; 84; 82
 - AJG 88; 88; 86
- AJG received highest scores based on qualifications and responsiveness to the RFP
- PRIA overall rating increased due to better pricing arrangement one
- Key Issue Raised with PRIA was lack of utility experience

Section J – Oral Presentation

- "Optional" Step – The City may require proposers to give oral presentations in support of their proposals or to exhibit or otherwise demonstrate the information contained therein

Evaluation Process Oral Presentations - Outcome

- Arthur J. Gallagher & Company received highest evaluations from all 3 evaluators
- PRIA did not demonstrate experience with any power generating utilities
- Combined Scores (Written & Oral)
 - AJG 170
 - PRIA 152

Evaluation Process Oral Presentations

- Each company given 90 minutes
- Three Criteria
 - Overview of Company and Services
 - Company Approach to the Renewal Process
 - Question and Answer – Predetermined Questions from Panel

Professional Service Contracts Changed through Current RFP Process

- Drug Testing & Lab – over 10 years
- Medical Director – over 10 years
- Employee Assistance Program – over 10 years
- Claims Adjusting Services – 6 years

Evaluation Process Oral Presentation Scores (Avg.)

	PRIA	AJG
Overview (35 points)	30	21
Renewal Process (35 points)	23	32
Responses to Questions (30 points)	15	30
Total	68	83

Bid Protest Process

- Letters of Notification of Recommended Award
 - May 26, 2005
- Bid Protest Deadline
 - June 6, 2005
- Agenda Item submitted June 9, 2005
- Exception to RFP Process

Summary

- Pre-determined formal process
- Scope clear – extensive power plant generating of critical importance (67%)
- "Open" for business
 - Went to an optional step to oral
 - PRIA received higher scores on their overview
 - Risk has changed - multiple long standing service providers based on current RFP process
- Scoring consistent between the 3 evaluators
- PRIA chose not to take exception to RFP or utilize the bid protest procedures as prescribed in the purchasing policy

City Commission Options

- 1) Award to AJG as outlined in the request for proposal
- 2) Accept modified term of 1 year with a \$127,500 fee and instruct staff to prepare a modified RFP
- 3) Reject all bids and instruct staff to issue a modified RFP