



Legislation Details (With Text)

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**Title:** Award of a Contract for Liability and Worker’s Compensation Claims Adjusting Services to Underwriters Safety and Claims, Inc. (B)

This item involves the selection of a third-party administrator for the City’s Self-Insured Liability and Worker’s Compensation claims adjusting.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 160229A\_Supplemental Vendors\_20160818.pdf, 2. 160229B\_RFP for Third Party Claims Adjusting Services\_20160818.pdf, 3. 160229C\_Addendum 1\_20160818.pdf, 4. 160229D\_Addendum 2\_20160818.pdf, 5. 160229E\_Signed Bid Record\_20160818.pdf, 6. 160229F\_PGCS Submittal\_20160818.pdf, 7. 160229G\_TriStar Submittal\_20160818.pdf, 8. 160229H\_Underwriters Submittal\_20160818.pdf, 9. 160229i\_Summary with Rankings\_20160818.pdf, 10. 160229j\_Evaluator 1 written ranking\_20160818.pdf, 11. 160229K\_Evaluator 2 written ranking\_20160818.pdf, 12. 160229L\_Evaluator 3 written ranking\_20160818.pdf, 13. 160229M\_Final Ranking for Recommendation\_20160818.pdf, 14. 160229N\_Bid Tab\_20160818.pdf, 15. 160229o\_Memo re Recordings\_20160818.pdf

Date	Ver.	Action By	Action	Result
8/18/2016	1	City Commission	Approved as Recommended	

**Award of a Contract for Liability and Worker’s Compensation Claims Adjusting Services to Underwriters Safety and Claims, Inc. (B)**

**This item involves the selection of a third-party administrator for the City’s Self-Insured Liability and Worker’s Compensation claims adjusting.**

Since 1979, The City’s liability and worker’s compensation coverage’s have been managed through a modified self-insurance plan. To assist the City in adjusting these exposures, a third-party administrator is utilized. In May 2016, the City of Gainesville’s Risk Management Department developed a Request for Proposal (RFP). It was distributed via Demand Star with three (3) vendors submitting proposals. An evaluation committee, made up of members of General Government evaluated the written proposals. The ranking of the written proposals were based on the below evaluative criteria:

1. Written proposal meeting the criteria of the RFP
2. Technical ability
3. Price

Based on these evaluations, the top three vendors were: Underwriters Safety and Claims, Inc., PGCS Claim Services, and Tristar Risk Management.

As a result of the written and technical proposals, the committee ranked the vendors in the following order:

1. Underwriters Safety and Claims, Inc.

2. PGCS Claim Services
3. Tristar Risk Management

Funds in the amount of approximately \$210,000 are available in the Fiscal Year 2016-2017 General Insurance Fund budget.

The City Commission: 1) approve the rankings of the responding third-party administrators; 2) authorize the City Manager or his designee to negotiate with the firms in the ranked order, and execute a contract, according to the terms in the Request for Proposals with the chosen firm subject to approval by the City Attorney as to form and legality; and 3) authorize the issuance of a purchase order in an amount sufficient to cover the estimated claims administration costs.