

Purchasing Summary

EVENT # 7519	TITLE: Employee Benefits Consulting Services	COST: \$135,000
TYPE OF PROCUREMENT: RFP	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>

CONTRACT TERM (IF APPLICABLE)
Contract term expires on October 23, 2021

S/DBE (IF APPLICABLE)
This event had a 10 point DBE goal. The recommended bidder, USI Benefits Consulting, Inc., submitted DBE participation at the subcontractor level in the amount of 4% using The Printing People (Doraville, GA)^(D).

MATRIX (IF APPLICABLE)

Proposer	Proposer's Qualifications and Experience including Scope of Services Capabilities (40 points)	Technical Capabilities (15 points)	References (10 points)	Fees (20 points)	DBE Participation (10 points)	Local Vendor Participation (5 points)	Total (100 points)
USI Insurance Services	36.6	14.8	8.4	20	6	5	90.8
NFP	37	13	9.6	10.8	3	0	73.4
Sterling Seacrest Partners	28.4	9.8	4.6	15.4	0	5	63.2

NOTES

Recommend approval to award an annual contract for employee benefits consulting services to USI Benefits Consulting, Inc. in the amount of \$135,000.

The City of Savannah offers a comprehensive benefits package to qualifying employees and retirees which include, but are not limited to, the following: self-funded medical insurance, stop loss insurance, post-65 Medicare supplemental insurance, stop loss insurance, dental insurance, vision insurance, long term disability insurance, life insurance, and voluntary worksite benefits.

The Office of Human Resources will use the benefits consulting firm to provide the City with a variation of consulting services which include reviewing the employee benefit package for quality and cost effectiveness, contract negotiations, auditing & compliancy, evaluation of future insurance needs, determining specifications for coverage, and monitoring third party administrators.

The Human Resources Department elected to shortlist proposers to three and conduct interviews. The proposers were scored on qualifications and experience, technical capabilities, references, fees, DBE, and local participation.

The Proposers were:

L.P.	USI Benefits Consulting, Inc. (Savannah, GA) ^(B)	\$135,000
	NFP Insurance Brokerage and Consultant (Marietta, GA) ^(D)	\$250,000
	Seacrest Partners (Savannah, GA) ^(B)	\$175,000

The contract term expires on October 23, 2021 and includes four annual renewal options.

(B) indicates local, non-DBE owned business. (D) Indicates non-local, non-DBE business. Recommend approval.

Local vendors notified via the supplier portal: Yes

Total sent: 572

Total received: 8