



Purchasing Summary

EVENT # 4012	TITLE: Third Party Administration for Risk Management	COST: Estimated amount of \$301,119.00
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)
February 1, 2018 - December 31, 2018

M/WBE (IF APPLICABLE)
The MWBE goal for this contract was 21 % (17% MBE, 4% WBE). This contractor did not submit MWBE participation from certified firms.

MATRIX (IF APPLICABLE)

	Specialized Experience and Technical Competence	Program Management, Coordination and Quality Assurance	Capacity and Functionality of Claims Management Information Systems	MWBE	Fees	Total
Proposer						
	30 points	20 points	20 points	10 points	20 points	100 points
Gallagher Bassett	29	19	20	0	16	84
TriStar	29	16.5	17	10	4.5	77
Companion	28	16.5	10	10	4.5	69
PMA	18	15	15	6	6.5	60.5
Underwriters Safety and Claims	23	12.5	14.5	2	8	60
Corvel	20	16	13	0	6	55

NOTES

Recommend approval to renew an annual contract for third party administrator adjusting services for workers' compensation and auto liability claims with Gallagher Bassett in the estimated amount of \$301,119.00. A 2% yearly increase was agreed upon in the original proposal. The services are needed to control workers' compensation costs for employees injured on the job and auto liability costs associated with City vehicles involved in collisions.

The method used for this procurement was the request for proposal, which evaluates criteria in addition to cost. Proposals were evaluated on the basis of experience and technical competence, program management, coordination and quality assurance, capacity and functionality of claims management information systems, MWBE participation, and fees.

Proposals were originally received July 30, 2013. The contract was originally approved in Council on October 17, 2013. This is the fourth of four renewal options available. The proposal was advertised, opened, and reviewed. Delivery: As needed. Terms: Net 30 days. The proposers were:

B.P. Gallagher Bassett (Wildwood, MO) ^(D)	\$256,201.00*
PMA (Atlanta, GA) ^(D)	\$300,145.00*
Underwriters Safety & Claims (Lawrenceville, GA) ^(D)	\$301,100.00*
Corvel (Duluth, GA) ^(D)	\$332,270.00*
Companion TPA (Columbia, SC) ^(D)	\$332,530.00*
TriStar of America, Inc. (Norcross, GA) ^(D)	\$414,977.00*

A pre-proposal conference not conducted as this is an annual contract renewal. (D) Indicates non-local non-minority owned business. (*) Indicates original proposal amount. Recommend approval.

Local Available: Yes

MWBE Available: Yes

Total Sent: 67

MWBE Sent: 9

Total Received: 6

MWBE Received: 0

Vendor Federally debarred/suspended: No