

Purchasing Summary

EVENT # 6494	TITLE: Third Party Administration for Risk Management	ESTIMATED COST OF: \$262,191.00
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)
December 20, 2018 to December 31, 2019

DBE (IF APPLICABLE)
No DBE goal was established due to the absence of subcontracting opportunity.

MATRIX (IF APPLICABLE)

Proposer	Specialized Experience and Technical Competence (35 points)	Program Management, Coordination, and Quality Assurance (20 points)	Capacity and Functionality of Claims Management Information System (15 points)	Fees (25 points)	Local Vendor Participation (5 points)	Total (100 points)
Gallagher Bassett	34.2	19.4	15	25	0	93.6
Corvel Corporation	29.4	15.4	12.6	20	0	77.4
Brentwood Services Administrators, Inc.	26.2	14.6	11	20.4	0	72.2
Underwriters Safety & Claims	23.6	11.4	9	23	0	67

NOTES

Recommend approval to award annual contract for third party administrator adjusting services for workers' compensation and auto liability claims to Gallagher Bassett in the estimated amount of \$262,191.00. 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. Seven proposals were received and evaluated. The selection committee then shortlisted four firms to interview. The fees for those four firms were opened and evaluated.

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, local participation, and fees.

Proposals were originally received October 2, 2018. The proposal was advertised, opened, and reviewed. Delivery: As needed. The proposers were:

B.P. Gallagher Bassett (Tampa, FL) ^(D)	\$262,191.00*
Corvel Corporation (Duluth, GA) ^(D)	\$327,732.00
Brentwood Services Administrators, Inc. (Brentwood, TN) ^(D)	\$320,987.00
Underwriters Safety & Claims(Savannah, GA) ^(D)	\$284,435.00

A pre-proposal conference was conducted. A selection meeting was held on December 3rd and 5th where proposers had an opportunity to demonstrate their RMIS systems. Recommend approval. (D) Indicates non-local, non-DBE business. * Indicates incumbent. Recommend approval.

Local Available: Yes

Total Sent: 151

Total Received: 7

DBE Received: 0

Vendor Federally Debarred/Suspended: No