

BOARD OF BIDS AND CONTRACTS AUGUST 27, 2015

**3. PROPERTY/CASUALTY INSURANCE AGENT SERVICES -- RISK MANAGEMENT
FUNDING -- RISK MANAGEMENT**

(Request sent to 37 vendors)

RFP #15-0082 Contract

	Cretcher Heartland, LLC	Apex Insurance Agency, Inc.	USI Insurance Services, LLC & USI Midwest, LLC	CBIZ Insurance Services, Inc.
Year One	\$30,500.00	\$30,000.00	\$30,000.00	\$36,000.00
Year Two	\$30,500.00	\$30,000.00	\$30,000.00	\$36,000.00
Year Three	\$30,500.00	\$30,000.00	\$30,000.00	\$36,000.00
Year Four	\$30,500.00	\$30,000.00	\$30,000.00	n/a
Year Five	\$30,500.00	\$30,000.00	\$30,000.00	n/a
Total five year cost	\$152,500.00	\$150,000.00	\$150,000.00	incomplete
No Bids	Farm Bureau Financial Services		HUB International Insurance Services, Inc.	

On the recommendation of Kara Kingsley, on behalf of Risk Management, Linda Kizzire moved to **accept the best responsive proposal from Cretcher Heartland, LLC and execute a five year contract for an estimated total cost of \$152,500.00***. Jennifer Dombaugh seconded the motion. The motion passed unanimously.

A review committee comprised of Mick McBride and Diana Mansouri - Risk Management, Rick Durham - Finance, Carli Sanchez - Budget and Kara Kingsley - Purchasing evaluated the proposals for content, qualifications, experience and methodology.

Apex Insurance Agency, Inc. did not provide a thorough response and did not include the required Certificate of Insurance or references.

USI Insurance Services, LLC & USI Midwest, LLC did not provide an adequate response to our request for them to discuss their working relationship with our current insurance companies. Their response provided no specific information as to whether they were able to contract with our current insurance companies, nor did they provide alternative insurance companies that would be willing to issue a policy to Sedgwick County.

Cretcher Heartland, LLC holds the current 5-year contract for insurance agent services. The previous fee was \$28,000.00 per year less any insurance policy commissions received during the contract term.

*The annual fee will be reduced by any annual insurance policy commissions received by the agent. It is estimated that a commission from KaMMCO (\$5,000.00 annually) will reduce the annual fee. This is based on historical information about KaMMCO's practice. KaMMCO provides the professional liability insurance for the doctors on county staff.