

**ITEMS REQUIRING BOCC APPROVAL**

**December 9, 2021**

**(6 Items)**

**1. 2022 RECOMMENDED INSURANCE RENEWALS -- RISK MANAGEMENT**

**FUNDING -- RISK MANAGEMENT**

(Insurance Premiums)

#21-2068

Coverage	Effective: Month - Day	2022-2023 Insurance Premiums	Limits and Deductibles & Renewal Notes
<b>Crime</b>	<b>1-1</b>	<b>Travelers</b>	Policy Limits: \$500,000.00 each for Computer Fraud, Employee Dishonesty, Forgery & Alteration, Funds Transfer Fraud, Social Engineering Fraud, Deductible = \$50,000.00.
Renewal Premium		<b>\$9,593.00</b>	
<b>Miscellaneous Bonds – Public Officials</b>	<b>1-8</b>	<b>Travelers</b>	Fidelity Bonds for 10 public officials with various limits.
Number of Public Officials		<b>10</b>	
Renewal Premium		<b>\$1,250.00</b>	
<b>Excess Workers' Compensation</b>	<b>1-1</b>	<b>Safety National</b>	Coverage for claims exceeding \$750,000.00 for Workers' Compensation Injuries to Employees. For 2022: updated payrolls provided by county.
Renewal Premium		<b>\$204,220.00</b>	
<b>COMCARE - Professional Liability</b>	<b>1-1</b>	<b>Chubb</b>	Chubb Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate + Healthcare Stabilization Fund Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate; Professional Liability limits for Non-Fund Participants: \$1,000,000.00 per claim / \$3,000,000.00 aggregate
Renewal Premium		<b>\$68,471.00</b>	
<b>COMCARE - Professional Liability – Doctors</b>	<b>1-1</b>	<b>KaMMCO</b>	KaMMCO Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate + Healthcare Stabilization Fund Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate. Katherine Grimsley, Deann Jenkins, Andrew Laoronilla, Rex Lear and Lin Xu.
Number of Doctors		<b>5</b>	
Premium		<b>\$25,636.00</b>	
<b>Regional Forensic Science Center - Professional Liability</b>	<b>1-1</b>	<b>KaMMCO</b>	KaMMCO Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate + Healthcare Stabilization Fund Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate.
Number of Doctors		<b>3</b>	
Premium		<b>\$16,829.00</b>	
<b>OMD - Physician Professional Liability**</b>	<b>1-1</b>	<b>KaMMCO</b>	KaMMCO Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate + Healthcare Stabilization Fund Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate. For 2022: Premium amount is an estimate since the position is vacant.
Number of Doctors		<b>1</b>	
Premium		<b>\$27,500.00</b>	
<b>Health Department - Professional Lia</b>	<b>12-31</b>	<b>Ironshore</b>	Limits: \$500,000.00 per claim / \$1,500,000.00 aggregate - \$5,000.00 per claim deductible. Claims related to COVID - 19 are included but are capped at \$500,000.00 an annual aggregate.
Premium		<b>\$33,090.02</b>	
<b>Aircraft Hull &amp; Liability</b>	<b>1-1</b>	<b>ACE</b>	Liability Limit @ \$10,000,000. For 2022: The renewal increase is coming due to the hard insurance marketplace for aviation (average rate increase of 30%), the increase is also due to the age of the aircraft and crew history.
Number of Seats		<b>8</b>	
Premium		<b>\$29,500.00</b>	
<b>Underground Storage Tanks**</b>	<b>4-29</b>	<b>KS UST Program</b>	\$1,000,000.00 Limit, \$10,000.00 Deductible. Coverage for Pollution from Underground Storage Tanks. For 2022: This is an estimate as the policy renews in April.
Renewal Premium		<b>\$3,158.00</b>	
<b>Renewal Premium as Issued*</b>		<b>\$419,247.02</b>	
<b>*Does not include endorsements or audits</b>		<b>** Estimated Premium</b>	

On the recommendation of Joe Thomas, on behalf of Risk Management, Jennifer Blasi moved to **accept the insurance premium renewals as listed for an estimated total cost of \$419,247.02**. Brandi Baily seconded the motion. The motion passed unanimously.

This year, Risk Management engaged with IMA Financial Group (IMA) to provide an in-depth review of the workers' compensation classification of all employees. This review led to several classification changes within the workers' compensation renewal, providing a lower renewal premium than what was initially provided by the insurance carrier.

The insurance marketplace continues to be a hard market. Significant increases are being seen in most lines of coverage.

Sedgwick County has worked with W. Brown and Endurance for coverage for the aircraft for several years. This year as part of the marketing effort that IMA performed, we can change insurance carriers to ACE insurance at this year's renewal.

The premium listed for aviation coverage is for the county's current airplane.

The county has a Public Official's Blanket Bond, which has a one (1) year term moving into the 2022 renewal.

### **Questions and Answers**

Brandi Baily: For the Office of Medical Director, Physician Professional Liability, for the doctor, it has a premium of \$27,500.00 but it says that is just an estimate based on the position being vacant, how do we perceive that changing once that position is filled?

Tyler Brevik: The estimate of \$27,500.00 is based off of the expiring premium of \$23,892.00. This premium will adjust based on the hired positions claims made date, experiences, losses, and what kind of training they're doing for loss free credits. So depending on the individual that is hired will depend on the premium. It could be up and it could be down but it's too vague to estimate. We put in a little bit of increase based on what the expiring physician had.

Brandi Baily: On the Aircraft Hull & Liability, I get the 30% just because of the market rate but the increase is due to the age of the aircraft and the crew history. Can you explain how old is the aircraft and what crew history is that based off of?

Tyler Brevik: The aircraft is 1977 or 1978 so it is an older plane. The crew history is based off of Dr. Lay and his age being over 75 years old. The second in command, Shauna, does not have the amount of hours to become first in command. There's a situation where the first in command is being rated off of his age and the second in command does not have the amount of hours necessary to become first in command.

Coverage	Description
Property Insurance - Includes Buildings, Business Personal Property	Insurance for the Buildings, Business Personal Property, Property in the Open. Transfers the risk of fire, lightning, hail damage, theft, and wind to insurance.
Property Insurance - Includes Boiler and Machinery	Insurance for the sudden and accidental damage to boilers, machinery, or HVAC systems. Provides coverage if there is sudden damage to these items that is not caused by wear and tear, or normal breakdown.
Cyber	Third Party Liability - \$2,000,000.00 limit for liability, Penalties, Website Media Content, \$1,000,000.00 for Privacy Notification Costs First Party - \$2,000,000.00 Cyber Extortion, Data Protection and Business Interruption loss
Pollution	Coverage for first and third party claims arising out of a pollution condition on, at, under or migrating from a covered location. Includes transportation and non-owned disposal site coverage.
Underground Storage Tanks	Insurance to provide services for cleanup of sudden and accidental Pollution incidents for the underground storage tanks. It's required by Kansas law to carry the coverage.
Property Insurance for Owned Fire Trucks	Coverage for the Fire units (vehicles) for Comprehensive and Collision coverage. Comprehensive coverage is fire, theft, hail damage, glass breakage. Collision coverage is when you collide with anything, including hit-and-run incidents.
Crime	Provides coverage for several types of crime: Employee Theft (an employee steals money or property), Computer Fraud - someone uses your computers to steal money, etc; Forgery and Alteration - an employee alters or forges documents; Funds Transfer Fraud - an employee transfers funds into another account for monetary gain; Social Engineering - an employee willingly sends funds to a third party without verifying the request.
Miscellaneous Bonds – Public Officials	These bonds are required by the state and county for various public officials.
Excess Workers' Compensation	Insurance that provides excess work comp and employers' liability coverage for self-insured work comp insureds, over a self-insured retention.
COMCARE - Professional Liability	Medical malpractice coverage for COMCARE facility and its employees who are non-defined healthcare providers. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
COMCARE - Professional Liability – Doctors	Medical malpractice coverage for COMCARE physicians - Physicians are required by KS law to carry this coverage. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
Regional Forensic Science Center - Professional Liability - Doctors	Medical malpractice coverage for Regional Forensic Science Center physicians - Physicians are required by KS law to carry this coverage. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
EMS - Professional Liability - Doctor	Medical malpractice coverage for EMS physicians - Physicians are required by KS law to carry this coverage. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
Health Department - Professional Liability	Medical malpractice coverage for your Health Department facility and its employees who are non-defined healthcare providers. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
Aircraft Hull & Liability	Insurance coverage for the liability of owning and operating an aircraft, and physical damage to the aircraft if there is damage due to fire, theft, hail, etc.



# INSURANCE PROPOSAL **Sedgwick County**

December 9, 2021



# ABOUT IMA

**6<sup>TH</sup> LARGEST**  
INDEPENDENTLY OWNED BROKER  
IN THE UNITED STATES

IMA Financial Group, Inc. (IMA) is one of the largest and fastest growing privately held insurance brokerage firms in the United States.

Our performance and customer loyalty speaks volumes of IMA's commitment to protecting assets and making a difference. In fact, over the past five years IMA has doubled our revenue while retaining our customers.



## BUSINESS STRENGTH

Over \$400 Million  
in Revenue



## CARRIER RELATIONSHIPS

Over \$5 Billion in Premium  
Placed Annually



## EMPLOYEE OWNED

1,700+ Owners Focused  
on Clients' Success



## IMA FOUNDATION

Community Focused



## CLIENT FOCUSED

95% Client Retention Rate



## GLOBAL REACH

Clients in all 50 States +  
Over 100 Countries



## EXECUTIVE SUMMARY

On the recommendation of Joe Thomas, on behalf of Risk Management, \_\_\_\_\_ moved to accept the insurance premium renewals as listed for an estimated total cost of \$435,776. \_\_\_\_\_ seconded the motion. The motion \_\_\_\_\_.

This year, Risk Management engaged with the IMA Financial Group to provide an in-depth review of the workers' compensation classification of all employees. This review lead to several classification changes within the workers' compensation renewal, providing a lower renewal premium then what was initially provided by the insurance carrier.

The insurance marketplace continues to be a hard market. Significant increases are being seen in most lines of coverage.

Sedgwick County has worked with W. Brown and Endurance for coverage for the Aircraft for several years. This year as part of the marketing effort that IMA performed, we can change insurance carriers to ACE insurance at this year's renewal.

The premium listed for Aviation coverage is for the County's current airplane.

The County has a Public Official's Blanket Bond, which has a one-year term moving into the 2022 renewal.

# PREMIUM & RATE COMPARISON

## EXPOSURE

COVERAGE	RATING BASIS	2021-2022	2022-2023	VARIANCE
Crime	Budget	\$457,422,200	\$457,628,810	0.05%
Miscellaneous Bonds	# of Individuals	10	10	0%
Workers' Compensation	Payroll	\$123,616,688	\$123,023,857	0%
Comcare Professional Liability	# of Visits	118,477	127,541	8%
Comcare Doctors	# of Doctors	7	5	-29%
Regional Forensic Doctors	# of Doctors	3	3	0%
EMS Doctors	# of Doctors	1	1	0%
Health Department	# of Encounters	222,866	245,604	10%
Aircraft Hull & Liability	# of Seats	8	8	0%
Underground Storage Tanks	# of Tanks	30	30	0%

## AVERAGE RATES

AVERAGE RATES	RATING BASIS	2021-2022	2022-2023	VARIANCE
Crime	Budget	0.002	0.002	5%
Miscellaneous Bonds	# of Individuals	125	125	0%
Workers' Compensation	Payroll	0.16	0.17	7%
Comcare Professional Liability	# of Visits	54	67	24%
Comcare Doctors	# of Doctors	7,594	5,127	-32%
Regional Forensic Doctors	# of Doctors	5,535	5,610	1%
EMS Doctors	# of Doctors	23,892	27,500	15%
Health Department	# of Encounters	119	135	13%
Aircraft Hull & Liability	# of Seats	3,063	3,688	20%
Underground Storage Tanks	# of Tanks	99	105	6%

## PREMIUM

PREMIUM	2021-2022	ADJUSTED PREMIUM	2022-2023	VARIANCE
Crime	\$9,114	\$9,118	\$9,593	5.21%
Miscellaneous Bonds	\$1,250	\$1,250	\$1,250	0.00%
Workers' Compensation	\$191,915	\$190,995	\$204,220	6.92%
Comcare Professional	\$63,744	\$68,621	\$68,471	-0.22%
Comcare Doctors	\$53,156	\$37,969	\$25,636	-32.48%
Regional Forensic Doctors	\$16,606	\$16,606	\$16,829	1.34%
EMS Doctors	\$23,892	\$23,892	\$27,500	15.10%
Health Department	\$26,500	\$29,204	\$33,090	13.31%
Aircraft Hull & Liability	\$24,500	\$24,500	\$29,500	20.41%
Underground Storage Tanks	\$2,973	\$2,973	\$3,158	6.22%
<b>TOTAL PREMIUM</b>	<b>\$413,650</b>	<b>\$405,127</b>	<b>\$419,247</b>	<b>3.49%</b>



## PROGRAM SUMMARY

Coverage	Effective: Month - Day	2022-23 Insurance Premiums	Limits and Deductibles & Renewal Notes
<b>Crime</b>	<b>1-1</b>	<b>Travelers</b>	Policy Limits: \$500,000 each for Computer Fraud, Employee Dishonesty, Forgery & Alteration, Funds Transfer Fraud, Social Engineering Fraud, Deductible = \$50,000.
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<b>Miscellaneous Bonds – public officials</b>	<b>1-8</b>	<b>Travelers</b>	Fidelity Bonds for 10 public officials with various limits.
Number of Public Officials		10	
Renewal Premium		<b>\$1,250</b>	
<b>Excess Workers Compensation</b>	<b>1-1</b>	<b>Safety National</b>	Coverage for claims exceeding \$750,000 for Worker's Compensation Injuries to Employees. For 2022: updated payrolls provided by county.
Renewal Premium		<b>\$204,220</b>	
<b>COMCARE - Professional Liability</b>	<b>1-1</b>	<b>Chubb</b>	Chubb Limits: \$500,000 per claim / \$1,500,000 aggregate + Healthcare Stabilization Fund Limits: \$500,000 per claim / \$1,500,000 aggregate; Professional Liability limits for Non-Fund Participants: \$1,000,000 per claim / \$3,000,000 aggregate
Renewal Premium		<b>\$68,471</b>	
<b>COMCARE - Professional Liability – Doctors</b>	<b>1-1</b>	<b>KaMMCO</b>	KaMMCO Limits: \$500,000 per claim / \$1,500,000 aggregate + Healthcare Stabilization Fund Limits: \$500,000 per claim / \$1,500,000 aggregate. Katherine Grimsley, Deann Jenkins, Andrew Lauronilla, Rex Lear and Lin Xu.
Number of Doctors		5	
Premium		<b>\$25,636</b>	



# PROGRAM SUMMARY

<b>Regional Forensic Science Center - Professional Liability</b>	<b>1-1</b>	<b>KaMMCO</b>	KaMMCO Limits: \$500,000 per claim / \$1,500,000 aggregate + Healthcare Stabilization Fund Limits: \$500,000 per claim / \$1,500,000 aggregate.
Number of Doctors		3	
Premium		<b>\$16,829</b>	
<b>OMD - Physician Professional Liability**</b>	<b>1-1</b>	<b>KaMMCO</b>	KaMMCO Limits: \$500,000 per claim / \$1,500,000 aggregate + Healthcare Stabilization Fund Limits: \$500,000 per claim / \$1,500,000 aggregate. For 2022: Premium amount is an estimate since the position is vacant.
Number of Doctors		1	
Premium		<b>\$27,500</b>	
<b>Health Department - Professional Liability</b>	<b>12-31</b>	<b>Ironshore</b>	Limits: \$500,000 per claim / \$1,500,000 aggregate - \$5,000 per claim deductible. Claims related to COVID - 19 are included but are capped at \$500,000 an annual aggregate.
Premium		<b>\$33,090</b>	
<b>Aircraft Hull &amp; Liability</b>	<b>1-1</b>	<b>ACE</b>	Liability Limit @ \$10,000,000. For 2022: The renewal increase is coming due to the hard insurance marketplace for aviation (average rate increase of 30%), the increase is also due to the age of the aircraft and crew history.
Number of seats		8	
Premium		<b>\$29,500</b>	
<b>Underground Storage Tanks**</b>	<b>4-29</b>	<b>KS UST Program</b>	1,000,000 Limit, \$10,000 Deductible. Coverage for Pollution from Underground Storage Tanks. For 2022: This is an estimate as the policy renews in April.
Renewal Premium		<b>\$3,158</b>	



# DISCUSSION ITEMS

## Excess Workers' Compensation

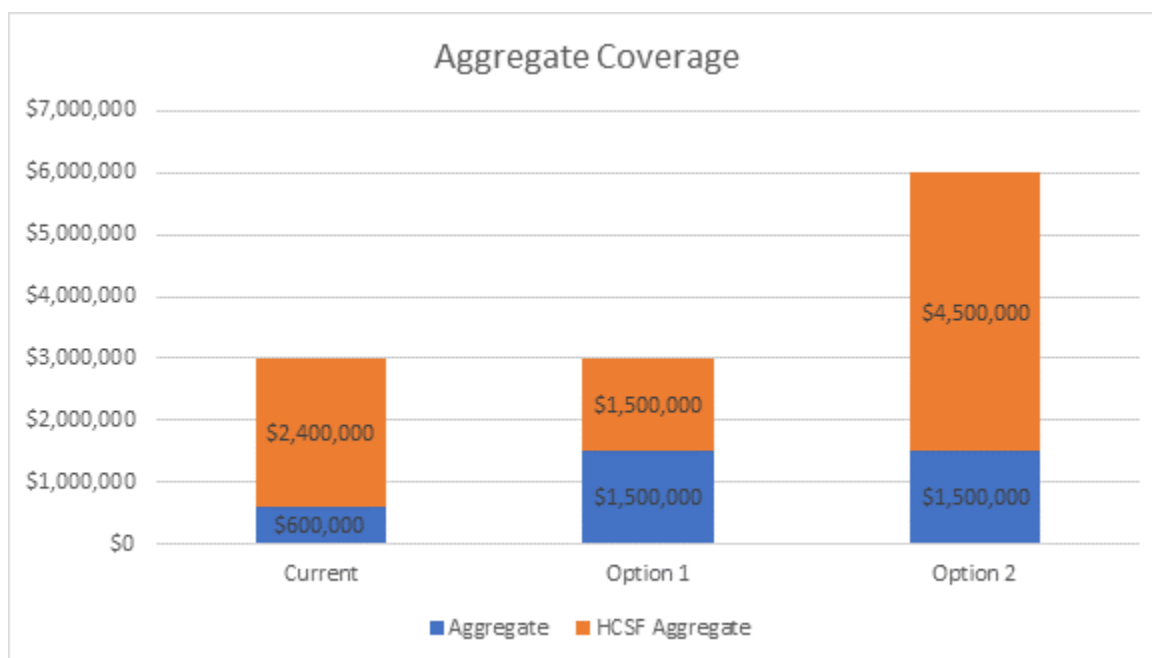
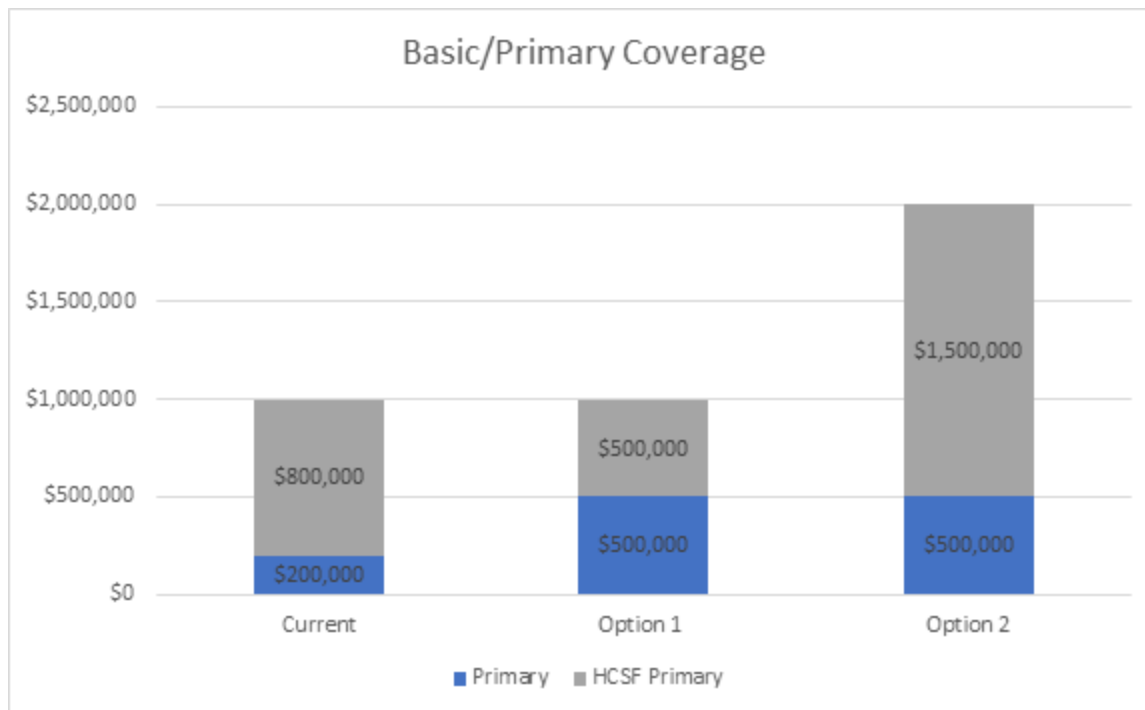
- + NCCI Review
  - Thank you for the time and effort on the NCCI review, we were able to contain the rate increase on this line of business to under 10%.
  - Our initial conversation was over 25% rate increase.

## Aviation

- + Due to the continuing challenges presented by W. Brown and Endurance, we are advising to change carriers at this year's renewal to ACE.
- + ACE is a division of CHUBB insurance, where we placed the Comcare coverage last year.
- + This additional line of coverage continues to strengthen our relationship with CHUBB and Sedgwick County.
- + Dr. Lay is permitted to continue to fly with a second in command for each flight.

## Professional and Medical Malpractice

- + Changes to the KSHCSF, due to the changes that were established in HB2380.
- + The main purpose of this bill is to change the percentage that the primary carriers take from an exposure basis, as well as offering additional options for members.
- + There are 2 options that are outlined on page 13
  - o Option 1 would be to provide the same \$1mil/\$3mil total, with separate percentages for participation from the carrier and HCSF.
  - o Option 2 would be to provide additional coverage in the amount of \$2mil/\$6mil in coverage. This would help clients who are having a difficult time obtaining excess insurance in the current marketplace. (OPTION 2 is currently waiting until 2023 for approval but is forthcoming.)





## YOUR IMA TEAM

More Than Just Insurance.

Building, Developing & Maintaining **Relationships.**

**Protecting Assets Is What We Do,  
Making A Difference Is Who We Are.**



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## NOTES



## About IMA Financial Group

IMA Financial Group, Inc. (IMA) is an integrated financial services company specializing in risk management, insurance, employee benefits solutions and wealth management. It is the sixth-largest privately held and employee-owned insurance broker in the country and employs 1,700+ associates.

Please visit <http://imacorp.com/terms-service/> to review our full privacy and compensation disclosure statements.



BOARD OF BIDS AND CONTRACTS DECEMBER 9, 2021

2. TELEMATICS FOR PUBLIC WORKS' FLEET VEHICLES -- PUBLIC WORKS

**FUNDING -- PUBLIC WORKS**

(Joint Governmental Purchase - Sourcewell Contract #020221-SAM)

#21-2060 Contract

		Samsara Inc.			
Hardware and Accessories	Qty.	List Price	Discount	Unit Price	Extended Price
1. Forward-facing dash-camera, series 3	105	\$0.00	0%	\$0.00	\$0.00
2. Vehicle IoT Gateway, model VG54	105	\$129.00	100%	\$0.00	\$0.00
3. Enhanced VG Series J1939 or J1708 (9-pin)	55	\$39.00	100%	\$0.00	\$0.00
4. Enhanced VG Series OBDII J1962 L-mount cable	50	\$39.00	100%	\$0.00	\$0.00
5. VG54 Aux Cable	19	\$15.00	100%	\$0.00	\$0.00
6. Initial Shipping Charges					\$479.00
Licenses	Qty.	List Price	Discount	Annual Unit Price	Annual Extended Price
1. License for Vehicle Gateways	105	\$468.00	35.897%	\$300.00	\$31,500.00
2. License for Forward-Facing Dash Camera	105	\$468.00	23.077%	\$360.00	\$37,800.00
Year 1 Total					\$69,779.00
Year 2 Total					\$69,300.00
Year 3 Total					\$69,300.00
Grand Total					\$208,379.00

On the recommendation of Britt Rosencutter, on behalf of Public Works, Jennifer Blasi moved to **accept the quote from Samsara Inc. based on Sourcewell Contract #020221-SAM in the amount of \$208,379.00 and establish a contract period of 36 months beginning upon shipment of hardware and accessories from Samsara Inc.** Brandi Baily seconded the motion. The motion passed unanimously.

Telematics equipment would provide location tracking, performance data, driver behavior data, forward facing cameras, and Wi-Fi access in Public Works' vehicles and equipment. Data collected would help manage active operations such as snow/ice control, construction, material hauling activity, and street sweeping.

Telematics will help with management of risk claims and accident investigations through the collection of forward facing video, location pinpointing, and adherence to traffic signage and speed. It will also provide supervisors with a powerful safety management and performance evaluation tool which will be used to aid in pay for performance efforts.

Telematics are a best practice for fleets, particularly fleets with heavy equipment.

This pricing was competitively bid through the Sourcewell bidding process.

**Questions and Answers**

Brandi Baily: This looks like it has some great options for our Fleet department and we're just looking at it for Public Works. Did we happen to look at this for the rest of our Fleet?

Lindsay Poe Rousseau: We only got Telematics for Public Works funded through this year's budget. Certainly if that is something we want to look at down the road, we can but I think the desire is to see how this performs and if other departments would have the benefit, we can look at it then.

Brandi Baily: I was just looking at the cost and wondering if maybe the cost could go down a little bit if we added more vehicles to it.

**3. THERMO ELECTRON MAINTENANCE AND SUPPORT PLAN / SERVICE CONTRACT -- REGIONAL FORENSIC SCIENCE CENTER**  
**FUNDING -- TOXICOLOGY**  
 (Single Source)

#21-2052 Contract

		Thermo Electron North America LLC
	Qty.	Item Price
<b>1/29/2022 - 1/28/2023</b>	<b>Year 1</b>	
1. ISQ LT Single Quadrupole GC-MS Sales Tex	1	\$7,324.66
2. Trace 1310 Mainframe 110V includes: "100	1	\$2,088.67
3. AS 1310 with 155 sample tray for TRACE 1	1	\$783.33
4. TriPlus 300 Headspace autosampler. Stati	1	\$2,994.67
5. Trace 1310 Mainframe 110V includes: "100	1	\$2,088.67
6. TriPlus 300 Headspace autosampler. Stati	1	\$2,044.00
		<b>\$17,324.00</b>
<b>1/29/2023 - 1/28/2024</b>	<b>Year 2</b>	
1. ISQ LT Single Quadrupole GC-MS Sales Tex	1	\$7,324.66
2. Trace 1310 Mainframe 110V includes: "100	1	\$2,088.67
3. AS 1310 with 155 sample tray for TRACE 1	1	\$783.33
4. TriPlus 300 Headspace autosampler. Stati	1	\$2,994.67
5. Trace 1310 Mainframe 110V includes: "100	1	\$2,088.67
6. TriPlus 300 Headspace autosampler. Stati	1	\$2,044.00
		<b>\$17,324.00</b>
<b>1/29/2024 - 1/28/2025</b>	<b>Year 3</b>	
1. ISQ LT Single Quadrupole GC-MS Sales Tex	1	\$7,324.66
2. Trace 1310 Mainframe 110V includes: "100	1	\$2,088.67
3. AS 1310 with 155 sample tray for TRACE 1	1	\$783.33
4. TriPlus 300 Headspace autosampler. Stati	1	\$2,994.67
5. Trace 1310 Mainframe 110V includes: "100	1	\$2,088.67
6. TriPlus 300 Headspace autosampler. Stati	1	\$2,044.00
		<b>\$17,324.00</b>
<b>Grand Total</b>		<b>\$51,972.00</b>

On the recommendation of Jaimee Witmer, on behalf of Regional Forensic Science Center (RFSC), Russell Leeds moved to **accept the quote from Thermo Electron North America LLC for a three (3) year total of \$51,972.00.** Jennifer Blasi seconded the motion. The motion passed unanimously.

This is a three (3) year renewal agreement with Thermo Electron North America LLC for maintenance and support of two (2) HS-GC (headspace gas chromatography) instruments/components.

This equipment is used by the RFSC Toxicology Laboratory for identification and quantification of volatiles (such as ethanol) in biological samples. Not only are the instruments critical to detection of alcohol in DUI cases, but the Toxicology Laboratory at the RFSC uses the equipment on nearly every antemortem and postmortem case that is submitted to the laboratory.



## BOARD OF BIDS AND CONTRACTS DECEMBER 9, 2021

### 4. SAP SUCCESSFACTORS PERFORMANCE & GOALS -- ENTERPRISE RESOURCE PLANNING (ERP)

#### FUNDING -- ENTERPRISE RESOURCE PLANNING (ERP)

(Single Source)

#21-2064 Contract

			HR Focal Point LLC	
	Qty.	Usage Metric	Unit Price	Item Price
<b>1/01/2022 - 12/31/2022</b>	<b>Year 1</b>			
Implementation Services	180	Hours	\$170.00	\$30,600.00
Annual Subscription	3,000	Users	\$20.50	\$61,500.00
<b>1/01/2023 - 12/31/2023</b>	<b>Year 2</b>			
Annual Subscription	3,000	Users	\$20.50	\$61,500.00
<b>1/01/2024 - 12/31/2024</b>	<b>Year 3</b>			
Annual Subscription	3,000	Users	\$20.50	\$61,500.00
<b>1/01/2025 - 12/31/2025</b>	<b>Year 4</b>			
Annual Subscription	3,000	Users	\$20.50	\$61,500.00
<b>1/01/2026 - 12/31/2026</b>	<b>Year 5</b>			
Annual Subscription	3,000	Users	\$20.50	\$61,500.00
<b>Grand Total</b>				<b>\$338,100.00</b>

On the recommendation of Jaimee Witmer, on behalf of Enterprise Resource Planning (ERP), Brandi Baily moved to **accept the quote from HR Focal Point LLC for a five (5) year total of \$338,100.00.** Jennifer Blasi seconded the motion. The motion passed unanimously.

Human Resources (HR) and Enterprise Resource Planning (ERP) wish to acquire and implement another SAP SuccessFactors' module called Performance & Goals. It is part of the same SuccessFactors' cloud solution currently being used for Recruiting, Onboarding, Human Capital Management, and Payroll.

Performance and Goals is a Performance Management Evaluation (PME) module used to address employee reviews and annual evaluations. Implementation services in Year 1 are being supplied by the same vendor Sedgwick County has used to implement and support other SAP SuccessFactors' modules, utilizing a managed services agreement (4104-11) in place with a third party SAP Gold Partner - HR Focal Point LLC. The annual software subscription is based on a 3,000 user/employee count, as are other SuccessFactors' module agreements.

#### Questions and Answers

Russell Leeds: What does this replace and how will it enhance performance evaluations?

Mike Elpers: Gina Gillespie, who is now the ERP Director for our organization, is here as well. I know that HR has been struggling with the current performance management evaluation process that's in place. It's been altered a few times from the one that was put in place three (3) or four (4) years ago down to a one (1) page thing. They have no eyes on to how it's being used throughout the organization.

When the pandemic hit and a lot of employees started working remotely, that really was a separation between employees and their supervisors. They're struggling to try and reconnect and putting out effort to try and build those relationships back up again. This performance & goals are all digital. There is no paper and it is all on line. It allows for a lot more collaboration between employees and their supervisors, things like 360 interviews, tools they just simply did not have in the past.

Because it's tied into our Human Capital Management System's SuccessFactors Employees Central, that also gives HR Analysts to view those evaluations and to view that communication that is going on so they actually get eyes into the performance management process that's going on throughout the organization.

## BOARD OF BIDS AND CONTRACTS DECEMBER 9, 2021

### 5. SAP SUCCESSFACTORS' LEARNING MANAGEMENT SYSTEM (LMS) - ENTERPRISE RESOURCE PLANNING (ERP) FUNDING -- ENTERPRISE RESOURCE PLANNING (ERP) (Single Source)

#21-2067 Contract

			HR Focal Point LLC	
	Qty.	Usage Metric	Unit Price	Item Price
<b>3/31/2022 - 3/30/2023</b>	<b>Year 1</b>			
Implementation Services	350	Hours	<b>\$170.00</b>	<b>\$59,500.00</b>
Annual Subscription	3,000	Users	<b>\$13.25</b>	<b>\$39,750.00</b>
<b>3/31/2023 - 3/30/2024</b>	<b>Year 2</b>			
Annual Subscription	3,000	Users	<b>\$13.25</b>	<b>\$39,750.00</b>
<b>3/31/2024 - 3/30/2025</b>	<b>Year 3</b>			
Annual Subscription	3,000	Users	<b>\$13.25</b>	<b>\$39,750.00</b>
<b>3/31/2025 - 3/30/2026</b>	<b>Year 4</b>			
Annual Subscription	3,000	Users	<b>\$13.25</b>	<b>\$39,750.00</b>
<b>3/31/2026 - 3/30/2027</b>	<b>Year 5</b>			
Annual Subscription	3,000	Users	<b>\$13.25</b>	<b>\$39,750.00</b>
<b>Grand Total</b>				<b>\$258,250.00</b>

On the recommendation of Jaimee Witmer, on behalf of Enterprise Resource Planning (ERP), Brandi Bailly moved to **accept the quote from HR Focal Point LLC for a five (5) year total of \$258,250.00**. Jennifer Blasi seconded them motion. The motion passed unanimously.

Human Resources (HR) and Enterprise Resource Planning (ERP) wish to acquire and implement another SAP SuccessFactors' module called Learning Management System (LMS). It is part of the same SAP SuccessFactors' cloud solution currently being used for Recruiting, Onboarding, Human Capital Management, and Payroll.

LMS provides functionality to manage learning and training content. It schedules required training, records training achievements, and supplies reminders for upcoming scheduled trainings. It is highly integrated with the current Human Capital Management system (SAP SuccessFactors' Employee Central) and can automate training requirements for departments, divisions, and new or existing employees.

Implementation services in Year 1 are being supplied by the same vendor Sedgwick County has used to implement and support other SAP SuccessFactors' modules, utilizing a managed services agreement (4104-11) in place with a third party SAP Gold Partner - HR Focal Point LLC. The annual software subscription is based on a 3,000 user/employee count, as are other SuccessFactors' modules agreements.

#### Questions and Answers

Russell Leeds: By going this route, HR will be almost fully integrated with the performance management, onboarding, recruiting, and payroll.

Mike Elpers: Gina is going to bring you up a visualization of all of the existing SuccessFactors modules that are available in the SuccessFactors Human Capital Management suite to give you an idea of what has been implemented, what's being implemented, and what has not been implemented yet. This learning management system replaces an existing system that HR currently uses called Moodle, which a few years back replaced an in-house developed solution we refer to as Training Register. I'm not sure what the payment is for Moodle currently but it's very low. I know that HR is not satisfied with it. The overhead of maintaining it and using it was a lot more than what they expected. They've asked to look at the Learning Management System from SuccessFactors, which ERP facilitated. They liked it and wanted to pursue it.

Russell Leeds: These two (2) combined eliminates some manual processes. I know a lot of this performance appraisal stuff has to be scanned in and attached and a lot of this is electronic and the learning system here gives greater capacity to assist departments than what we currently have through Moodle.

Mike Elpers: Absolutely. This like the Performance & Goals module is tied into the Human Capital Management System. Learning can automatically be triggered based on an onboarding type of event that happens in the system or an annual anniversary of an employee's hired date or when there is required annual training or required bi-annual certification renewals and that type of thing can all be tracked based on an employee's hire date or any event that happens within the Human Capital Management System.

Brandi Baily: Will this system allow the employee to go and train in this system? Will it have training modules in there? Is this more for tracking what is being done outside? Will this have online training in it?

Mike Elpers: It does not have learning content delivered with it. It is the management of that learning and training content. It is the repository that the learning and training content will be stored and made available to the employees through LMS.

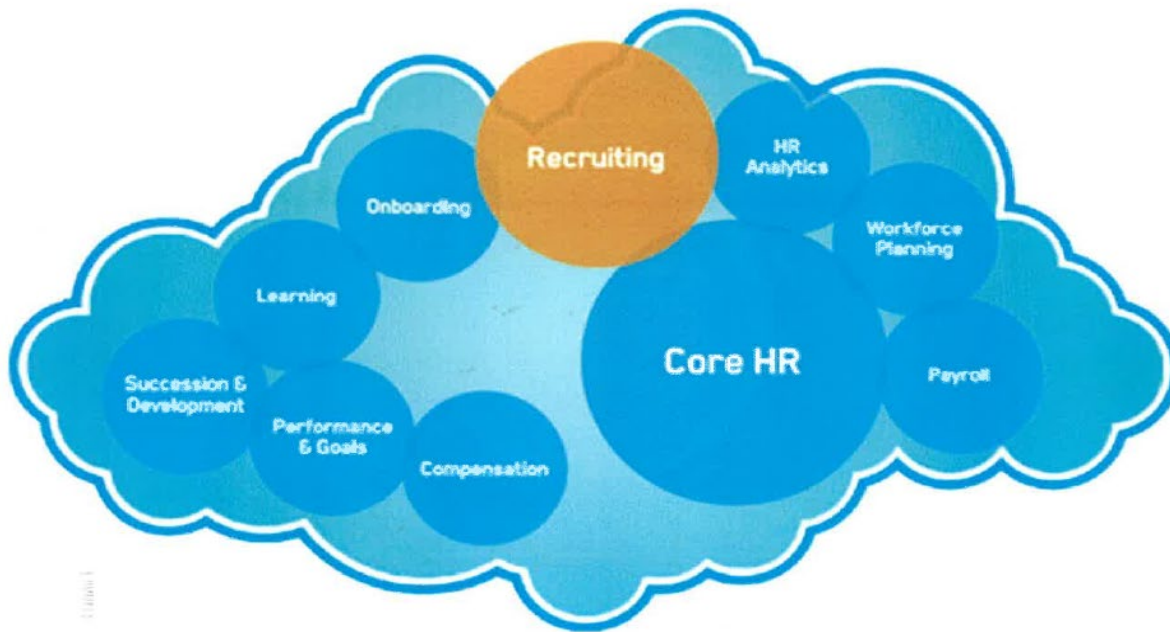
Brandi Baily: So when someone completes a training, will someone have to manually have to go in and put the information in that the training was completed?

Mike Elpers: I don't believe so. I'm sure it probably depends upon the training event. An example, for new employees that come into the organization and they have to view videos on Security Awareness or something, that training is going to be automatically assigned and automatically recorded when it is complete. Other training and other type of learning presentations, I can't say for a fact all of them will be automated. There's probably a wide variety of different types of trainings and things that take place in it and whether or not those can be automated, I don't know.

Brandi Baily: You brought up Security Awareness Training, so that training would essentially be loaded into this? It's still our material and we're loading it into this?

Mike Elpers: Correct.

# SuccessFactors HCM Suite



**BOARD OF BIDS AND CONTRACTS DECEMBER 9, 2021****6. SAP Ariba Cloud Services -- ENTERPRISE RESOURCE PLANNING (ERP)****FUNDING -- ENTERPRISE RESOURCE PLANNING (ERP)**

(Single Source)

#21-2065 Contract

		Phoenix Business Inc. dba Phoenix Business Consulting	
	Qty.	Usage Metric	Item Price
<b>12/31/2021 - 12/30/2022</b>	<b>Year 1</b>		
1. SAP Digital Supplier Network	1-200,000	Documents	\$36,500.00
2. SAP Ariba Supplier Lifecycle & Performance	5	Users	\$31,800.00
			\$68,300.00
<b>12/31/2022 - 12/30/2023</b>	<b>Year 2</b>		
1. SAP Digital Supplier Network	1-200,000	Documents	\$36,500.00
2. SAP Ariba Supplier Lifecycle & Performance	5	Users	\$31,800.00
			\$68,300.00
<b>12/31/2023 - 12/30/2024</b>	<b>Year 3</b>		
1. SAP Digital Supplier Network	1-200,000	Documents	\$36,500.00
2. SAP Ariba Supplier Lifecycle & Performance	5	Users	\$31,800.00
			\$68,300.00
<b>12/31/2024 - 12/30/2025</b>	<b>Year 4</b>		
1. SAP Digital Supplier Network	1-200,000	Documents	\$36,500.00
2. SAP Ariba Supplier Lifecycle & Performance	5	Users	\$31,800.00
			\$68,300.00
<b>12/31/2025 - 12/30/2026</b>	<b>Year 5</b>		
1. SAP Digital Supplier Network	1-200,000	Documents	\$36,500.00
2. SAP Ariba Supplier Lifecycle & Performance	5	Users	\$31,800.00
			\$68,300.00
<b>Grand Total</b>			<b>\$341,500.00</b>

On the recommendation of Jaimee Witmer, on behalf of Enterprise Resource Planning (ERP), Brandi Baily moved to **accept the quote from Phoenix Business Inc. dba Phoenix Business Consulting for a five (5) year total of \$341,500.00.** Jennifer Blasi seconded the motion. The motion passed unanimously.

SAP Ariba is a cloud based solution covering full organizational procurement functionality. Two (2) modules of SAP Ariba being purchased will be used in conjunction with the new financials system being implemented next year in 2022 - SAP Business ByDesign.

These two (2) SAP Ariba modules (SAP Digital Supplier Network and SAP Ariba Supplier Lifecycle & Performance) will enhance and standardize the way suppliers engage and interact with the county's Division of Finance. The functionality includes supplier self-registration, commodity maintenance, supplier communication surrounding purchase orders, shipping notifications, invoicing, and notification of payment.

This purchase is being made through an SAP Gold Partner (Phoenix Business Consulting), who has already been contracted for implementation and support of the solution.

**Questions and Answers**

Brandi Baily: So right now Payroll is done in SuccessFactors. It used to be everything could be done in SAP that we have now. Will Ariba integrate with SuccessFactors so we can get reportings out of one (1) system or will we still have to go to two (2) different systems?

Mike Elpers: Ariba will integrate with Business ByDesign and Business ByDesign integrates with SuccessFactors. Ariba though is not really used for Payroll type of financial transactions. Ariba is built as an interface for suppliers. That's not totally accurate. Ariba has five (5) different modules in it. The two (2) we are getting, the Digital Supplier Network and the Supplier Lifecycle, are built for the interfacing with suppliers.

One of the things Purchasing has wanted for a long time is the ability for suppliers to self register with the county, as well as, to maintain their own list of commodities that they can supply. Right now that is a manual process all done outside of the financial system.

The Digital Supplier Network module of Ariba is all of the interaction with suppliers once a purchase order is cut in the financial system. So the sending of the purchase order, the confirmation the supplier has received the purchase order, an advanced shipping notice the supplier might send us to let us know the product is on it's way, when a payment is generated for that purchase order, the Digital Supplier Network holds that notification so the supplier sees it without having to call the Purchasing office or Accounts Payable office and ask when am I getting paid.

The integration of these two (2) modules of Ariba don't really impact the Payroll that is done in SuccessFactors, although that Payroll does feed into Business ByDesign and Ariba does feed in and synchronize with Business ByDesign. I hope that answers your question.

Brandi Baily: A little bit.