

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO NEGOTIATE AND EXECUTE AN AGREEMENT, BETWEEN THE HIGHEST RANKED FIRM AND THE CITY OF HOLLYWOOD, TO PROVIDE THIRD PARTY CLAIMS ADMINISTRATION (TPA) SERVICES FOR WORKERS' COMPENSATION AND LIABILITY CLAIMS.

WHEREAS, the Office of Human Resources requires an agreement to provide Third Party Claims Administration (TPA) Services for Workers' Compensation Claims and Liability Claims to include General Liability (including Police Professional Liability) and Automobile Liability; and

WHEREAS, on July 15, 2016, Request for Proposals (RFP) Number 4522-16-RD was electronically advertised via BidSync in accordance with the City's Purchasing Ordinance, Section 38.42(A); and

WHEREAS, RFP-4522-16-RD was opened at 3:00 p.m. on August 4, 2016, and resulted in the following five (5) responses:

Employers Mutual, Inc.  
d/b/a Ascension Benefits & Insurance Solutions  
Stuart, FL

CorVel Enterprise Comp, Inc.  
Irvine, CA

North American Risk Services, Inc.  
Altamonte Springs, FL

PMA Management Corp.  
Blue Bell, PA

York Risk Services Group  
Parsippany, NJ

; and

WHEREAS, on August 17, 2016, a four (4) member Evaluation Committee representing the Office of Human Resources, the Office of the City Attorney, the Office of Public Affairs & Marketing, and the Office of Labor Relations, met to review and evaluate the proposals; and

WHEREAS, due to the volume of information received outside the Committee's areas of expertise, they requested that the City's two (2) Human

Resource/Risk Consultants review the proposals and each provide a summary analysis to assist in the evaluation process; and

WHEREAS, on October 31, 2016, the Evaluation Committee re-convened and the two (2) Consultants explained their summary analyses and answered questions; and

WHEREAS, both the Consultants and Committee members still had several questions that needed clarification from the five (5) proposers; and

WHEREAS, questions were prepared by the Consultants, approved by Committee Members, and forwarded to each of the proposers for clarification and response; and

WHEREAS, the information received from each proposer was forwarded to the Evaluation Committee for their review, consideration and discussion at the next evaluation meeting; and

WHEREAS, on November 17, 2017, the Evaluation Committee re-convened to review all information received, and evaluate and rank each of the five (5) proposals; and

WHEREAS, the evaluation of the proposals was based upon the following evaluation criteria as established in the RFP: Experience, Project Organization and Technical Qualifications of the Persons Assigned to the Project, Project Understanding, Proposed Approach and Methodology and Services Provided, Reference and Successfully Completed Similar Projects, Cost, and Local Preference; and

WHEREAS, the five (5) proposals received were evaluated and the scores were compiled to arrive at the following rankings, (highest score), first choice to fifth choice:

Employers Mutual, Inc. d/b/a Ascension Benefits & Insurance Solutions	348	
CorVel Enterprise Comp, Inc.	336	
PMA Management Corp.	329	
York Risk Services Group	294	
North American Risk Services, Inc.	277	; and

WHEREAS, after all Proposals received were evaluated and scored, the Evaluation Committee recommended that the proposals be short-listed to the three (3) highest ranked firms as follows:

1. Employers Mutual, Inc. d/b/a Ascension  
Benefits & Insurance Solutions
2. CorVel Enterprise Comp, Inc.
3. PMA Management Corp. ; and

WHEREAS, the RFP document states that the initial term shall be for a three (3) year period with right to renew for two (2) additional one (1) year periods at the sole option of the City; and

WHEREAS, funding has been provided for FY17 in the Self Insurance Fund Account Numbers 58.1241.00000.590.039198 - Workers' Compensation and 58.1241.00000.590.019198 - General Liability; and

WHEREAS, award is subject to the City's receipt and approval of all insurance certificates required by the City's Risk Manager, along with a signed Statement of Hold Harmless and Indemnity in favor of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA:

Section 1: That it hereby ranks the proposers to provide Third Party Claims Administration Services for Workers' Compensation and Liability Claims as follows:

1. Employers Mutual, Inc. d/b/a Ascension  
Benefits & Insurance Solutions
2. CorVel Enterprise Comp, Inc.
3. PMA Management Corp.

Section 2: That it hereby authorizes the appropriate City officials to negotiate and execute an agreement, embodying the terms and conditions approved by the City Commission this date, between the highest ranked firm and the City of Hollywood, in a form acceptable to the City Manager and approved as to form and legality by the City Attorney.

Section 3: That, if the appropriate City Officials are unable to negotiate an agreement with the highest ranked firm, they are hereby authorized to commence contract negotiations with the next ranked firm, until an agreement is reached, if any.

A RESOLUTION OF AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO NEGOTIATE AND EXECUTE THE ATTACHED AGREEMENT BETWEEN THE HIGHEST RANKED FIRM AND THE CITY OF HOLLYWOOD TO PROVIDE THIRD PARTY CLAIMS ADMINISTRATION (TPA) SERVICES FOR WORKERS' COMPENSATION AND LIABILITY CLAIMS

Section 4: That this resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
JOSH LEVY, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICIA A. CERNY, MMC, CITY CLERK

APPROVED AS TO FORM AND LEGALITY  
for the use and reliance of the  
City of Hollywood, Florida, only.

\_\_\_\_\_  
JEFFREY P. SHEFFEL, CITY ATTORNEY