

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

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE AN AGREEMENT WITH THE HIGHEST RANKED FIRM FOR BENEFITS CONSULTANT SERVICES IN THE ANNUAL AMOUNT OF \$140,000.00.

WHEREAS, the Office of Human Resources requires the services of a qualified and experienced firm to provide a broad range of employee healthcare and benefits consulting services in support of the City's Employee and Retiree Benefits program; and

WHEREAS, the Benefits consultant plays a key role in maintaining a competitive yet cost effective benefits package, year after year; and

WHEREAS, on April 16, 2020, Request for Proposal RFP-4650-20-PB ("RFP") was electronically advertised via BidSync in accordance with Section 38.42(A) of the City's Purchasing Ordinance; and

WHEREAS, the RFP was opened at 5:35 P.M. on April 16, 2020, and resulted in the following responses:

1. Gallagher
2. The Gehring Group
3. HUB
4. Larocca & Associates
5. Lockton; and

WHEREAS, as established in the RFP, the evaluation of the proposals was based on the following evaluation factors and criteria: Key Personnel, Corporate Experience, References and Pricing; and

WHEREAS, on June 2, 2020, the proposals were evaluated by a three-member committee representing the Office of Human Resources, the Office of Budget & Performance Management, and the Office of the City Manager; and

WHEREAS, after evaluation, the committee invited Gallagher, The Gehring Group and Lockton to provide Oral Presentations on June 30, 2020; and

WHEREAS, on June 23, 2020, proposer Lockton withdrew from consideration and did not appear for the Oral Presentation; and

WHEREAS, the two responsive proposals received were evaluated and the scores were compiled to arrive at the following rankings, first choice to second choice:

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|----------------------|-----------------------|
| 1. The Gehring Group | total points 289      |
| 2. Gallagher         | total points 260; and |

WHEREAS, the proposers were required to provide a monthly fixed fee amount to include all-inclusive costs for the required services for each year of the initial agreement; and

WHEREAS, the proposals submitted by the two proposers were declared to be responsive and responsible; and

WHEREAS, the Evaluation Committee recommends that the City Commission authorize the execution of an agreement to provide benefits consulting services with the highest ranked firm, The Gehring Group, for an initial three-year period with the option to renew for two additional one-year periods under the same terms, conditions and specifications, providing both parties agree to the renewal, the contractor performed satisfactorily and such renewal is approved by the City; and

WHEREAS, the amount of fees to be paid for services shall be in the amount of \$11,667.00 per month or \$140,000.00 annually for each year of the agreement, which is a 6.7% decrease in cost per year from present contractual pricing; and

WHEREAS, the City reserves the right to terminate the agreement with or without cause effective 30 days from the date of written notice to terminate, and immediately upon written notice in the event that any provisions of the agreement are violated; and

WHEREAS, this award is subject to the City receiving all insurance documentation required and approved by the City's Risk Management Division, along with signed statements of Hold Harmless and Indemnity in favor of the City; and

WHEREAS, funding for the execution of this agreement has been provided for in the fiscal year 2021 budget in account number 558.112004.51900.531310.000000.000.000.

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

Section 1: That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are incorporated in this Resolution.

Section 2: That it approves and authorizes the execution, by the appropriate City officials, of an agreement with The Gehring Group, together with such non-material changes as may be acceptable to the City Manager and approved as to form and legal sufficiency by the City Attorney.

Section 3: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
JOSHUA LEVY, MAYOR

ATTEST:

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

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

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DOUGLAS R. GONZALES  
CITY ATTORNEY