



## Legislation Details (With Text)

**File #:** R-2016-346    **Version:** 1    **Name:** TPA Claims Administration Services  
**Type:** Resolution    **Status:** Passed  
**File created:** 11/17/2016    **In control:** Office of Human Resources  
**On agenda:** 12/14/2016    **Final action:** 12/14/2016

**Title:** 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.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Res TPA Claims Administration Services for WC & Liability - RFP-4522-16-RD.pdf, 2. EVALUATION MATRIX - RFP-4522-16-RD.pdf, 3. A J Gallagher Summary Analysis - RFP-4522-16-RD.pdf, 4. Gehring Group Summary Analysis - RFP-4522-16-RD.pdf, 5. CorVel Enterprise Comp Inc - RFP-4522-16-RD.pdf, 6. CorVel - Clarifications 1 - RFP-4522-16-RD.pdf, 7. CorVel - Clarifications 2 - RFP-4522-16-RD.pdf, 8. Employers Mutual Inc. dba Ascension Benefits & Insurance Solutions - RFP-4522-16-RD.pdf, 9. PMA - Clarifications - RFP-4522-16-RD.pdf, 10. PMA Management Corp - RFP-4522-16-RD.pdf, 11. Revised Final Packet\_for\_Bid\_RFP-4522-16-RD with Q & A.pdf, 12. RFP Questions & Answers - RFP-4522-16-RD.pdf, 13. terascension.pdf, 14. BIS 17-056.pdf

Date	Ver.	Action By	Action	Result
12/14/2016	1	Regular City Commission Meeting	adopt	Pass

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.

**Staff Recommends:** Approval of the Attached Resolution.

**Explanation:**

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.

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).

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

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.

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.

On October 31, 2016, the Evaluation Committee re-convened and the two (2) Consultants explained their summary analysis and answered questions.

Both the Consultants and Committee members still had several questions that needed clarification from the five (5) proposers.

Questions were prepared by the Consultants, approved by Committee Members, and forwarded to each of the proposers for clarification and response.

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

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

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.

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

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CorVel Enterprise Comp, Inc.	336
PMA Management Corp.	329
York Risk Services Group	294
North American Risk Services, Inc.	277

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.

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.

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.

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.

Recommended for inclusion on the agenda by:

Dr. Wazir Ishmael, City Manager

George R. Keller, Jr., Assistant City Manager, Finance & Administration

Tammie Hechler, Director, Human Resources

Paul Bassar, Director & Contract Compliance, Procurement