



City of Hollywood

Hollywood City Hall
2600 Hollywood Blvd
Hollywood, FL 33020
<http://www.hollywoodfl.org>

Legislation Text

File #: R-2016-189, **Version:** 1

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Execute The Attached Agreement Between The Highest Ranked Firm And The City Of Hollywood To Provide Benefits Consultant Services.

Staff Recommends: Approval of the Attached Resolution.

Explanation:

The Office of Human Resources requires the services of a qualified and experienced firm to provide Benefits Consultant services to provide a broad range of employee healthcare and benefits consulting services in support of the City's Employee and Retiree Benefits Program.

The selected firm shall give the City's projects top priority and appoint a lead management consultant with a staff of supporting consultants who will respond timely and effectively to perform the work required by the City.

On June 2, 2016, Request for Proposals (RFP) Number 4513-16-RD was electronically advertised via BidSync in accordance with the City's Purchasing Ordinance, Section 38.42(A).

RFP-4513-16-RD was opened at 3:00 p.m. on June 16, 2016, and resulted in the following two (2) responses:

Denny Stone Better Benefits, LLC d/b/a Dennis Stone
Vero Beach, Florida

The Gehring Group, Inc.
Palm Beach Gardens, Florida

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

On June 17, 2016, the proposals were evaluated by a three (3) member committee representing the Office of Human Resources, the Office of Public Affairs & Marketing, and the Office of the City Manager.

The two (2) responsive proposals received were evaluated and the scores were compiled to arrive at the following rankings, (highest score), first choice to second choice:

1. The Gehring Group, Inc.	268
2. Denny Stone Better Benefits, LLC d/b/a Dennis Stone	212

The proposers were required to provide a monthly fixed fee amount, to include all inclusive costs, for the required services by contract year for each year of the initial contract term.

The proposals submitted by the two (2) proposers were declared to be responsive and responsible.

The Evaluation Committee recommends that the City Commission authorize the execution of the attached agreement for an initial two (2) year period with the option to renew for two (2) additional one (1) year periods under the same terms, conditions and specifications, providing both parties agree to the renewal, contractor performed satisfactorily and such renewal is approved by the City, with the highest ranked firm, The Gehring Group, Inc. to provide benefits consultant services.

The amount of fees to be paid for services provided shall be in the amount of \$12,500.00 per month or \$150,000.00 annually for each year of the contract term.

The City reserves the right to terminate the agreement with or without cause effective thirty (30) days from the date of written notice or terminate immediately upon written notice in the event that any provisions of the agreement are violated.

Funding for this agreement has been provided and is available in the Office of Human Resources FY 2016 budget in the Health Claims Reserves Account Number 58.1241.00000.590.009199 and will be budgeted in subsequent fiscal years.

This award is subject to the City receiving all insurance documentation required and approved by the City's Risk Manager, along with signed statements of Hold Harmless and Indemnity in favor of the City.

Recommended for inclusion on the agenda by:

Dr. Wazir A. Ishmael, City Manager

George Keller, Assistant City Manager/Finance & Administration, Office of the City Manager

Mirtha Dziedzic, Interim Director, Financial Services

Paul Bassar, Contract Compliance Officer, Office of the City Manager