

## **EXECUTIVE SUMMARY**

### **Recommendation of \$500,000 or Greater 16-017V – Consulting Services for Employee Benefits Program**

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A draft Request for Proposal (RFP) 16-002V, Employee Benefit Insurance Consultant Services, was developed and, subsequently, reviewed in a public meeting by the Superintendent's Insurance & Wellness Advisory Committee (SIWAC) on October 9, 2014. The RFP was released through Onvia's DemandStar on November 24, 2014. Consequently, the Procurement & Warehousing Services department received one (1) proposal in response to the RFP from:

#### **Gallagher Benefit Services, Inc.**

Upon receipt of the sole proposal, an addendum was released on January 7, 2015, stating in part, "If only one responsive proposal is received, the Committee will proceed without scoring the one responsive proposal and may negotiate the best terms and conditions with that sole proposer or may recommend the rejection of all proposals as permitted by Section 6A-1.012(12)(c), F.A.C."

On February 18, 2015, the School Board approved Item EE-5 to reject all bids for RFP 16-002V. Additionally, the summary informed the School Board that staff would conduct a vendor workshop, revise the RFP, and bring forth a follow-up item to extend the current contract with Gallagher Benefit Services, Inc., within 90 days and to request additional spending authority for the extended period (until such time a new RFP would be released, proposals evaluated, and a recommendation to award a new contract could be submitted to the School Board). On May 19, 2015, the School Board approved Item EE-1 to extend the contract and authorize additional spending authority, allowing for the re-release of the RFP.

In an effort to increase competition, respond to vendor questions, provide information and/or clarification, and to obtain feedback on the previously released RFP, Procurement & Warehousing Services' staff contacted numerous potential vendors via e-mail and telephone and inquired as to why they did not submit a proposal, as well as invited them to attend a pre-bid conference. The pre-bid conference allows potential vendors to comment on the contents of the previously released RFP and ask questions. The pre-bid conference was held on Wednesday, March 25, 2015, at the TSSC Building from 9:30-11:00 a.m.; only one (1) potential vendor attended the meeting.

Based on feedback received and reviewed by staff from the Procurement & Warehousing Services and Benefits departments, the RFP was revised prior to its re-release on April 23, 2015. Procurement & Warehousing Services' staff contacted potential proposers to alert them of the re-release of the RFP. Proposals were due on May 19, 2015; one (1) proposer submitted a response to the RFP:

#### **Gallagher Benefit Services, Inc.**

As permitted by Section 6A-1.012(12)(c), F.A.C., SIWAC entered into negotiations with the sole proposer, Gallagher Benefit Services, Inc., on June 4, 2015, based on scope of services, cost, and minority/women business enterprise participation. As a result of the negotiations, SIWAC voted to recommend to the Superintendent the following award:

#### **Gallagher Benefit Services, Inc.**

Gallagher Benefit Services, Inc., is a subsidiary of Arthur J. Gallagher & Co.; has more than 180 offices throughout the United States, is highly respected in the marketplace, and is the largest governmental consulting firm in Florida. One of its primary focus is the K-12 market, providing expertise in the development and design of employee benefits plans to all of their school districts clients.

To date, Gallagher Benefit Services, Inc., is contracted with over 850 clients in the public entity and scholastic fields; 53 percent represent counties and other governmental clients. Upon approval of this agenda item, the District and its employees will benefit from Gallagher Benefit Services, Inc.'s expertise in the market and its understanding of the District's objective to lower employee cost and provide high-value employee benefits.