



Executive Summary

Request for Proposal 2021-0806R

Benefits Consulting Services

City Council Meeting July 20, 2021

Strategic Plan Alignment

VISION BLOCK: HIGH PERFORMING GOVERNMENT

Goal 6. Set the Standard for Sound Governance and Fiscal Management

6.3 Implement programs to reduce organizational risk



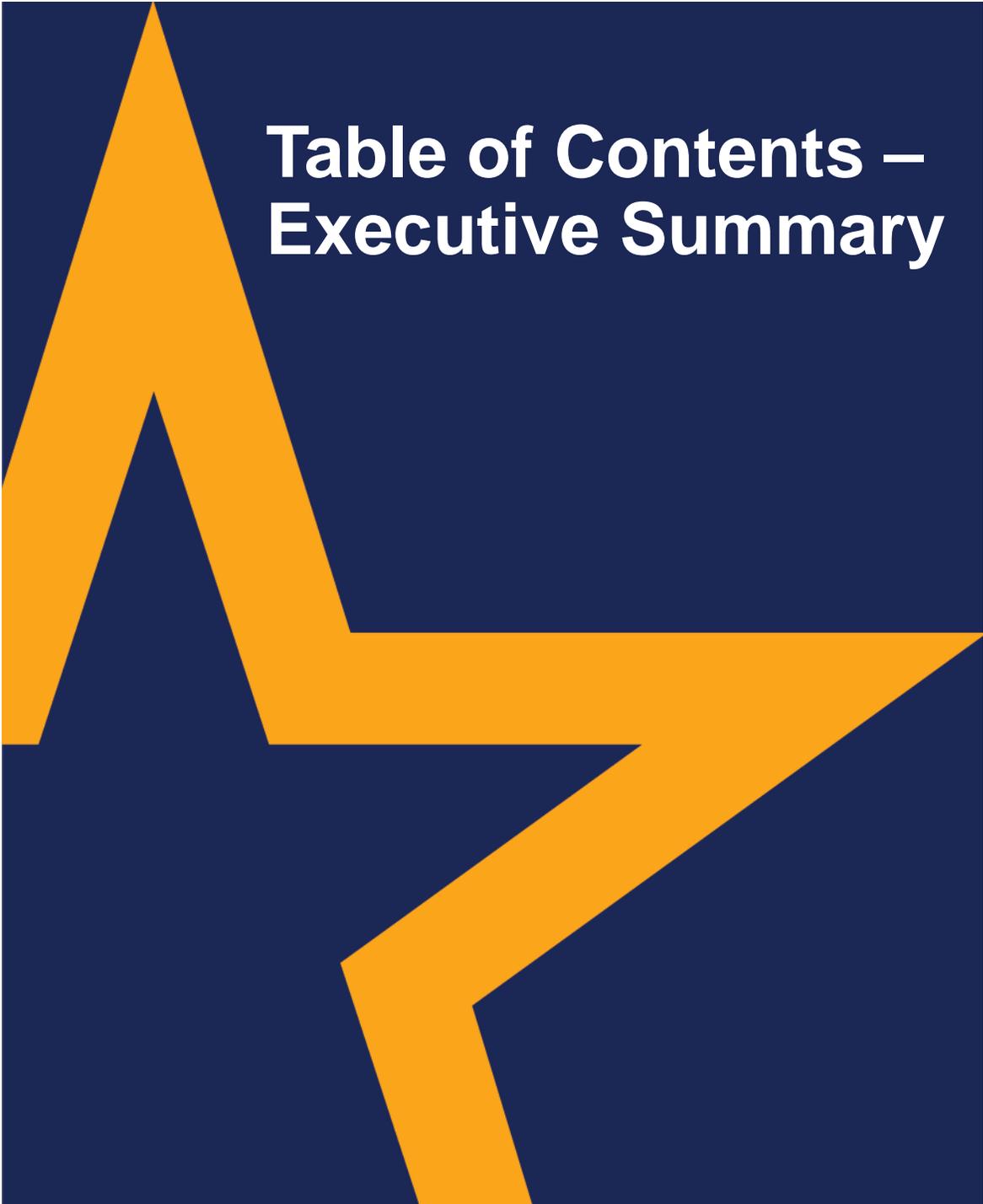


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1. Selection of Procurement Method



Selection of Procurement Method

- In accordance with the City Charter and the Amended & Restated Procurement and Sourcing Policy the Low Bid procurement method is not recommended for complex consulting service providers.
- The City selected the Request for Proposal procurement method is selected to based evaluation and selection upon relevant factors including price. Note all evaluation factors have a stated value. Price is not the primary consideration for award.
- The vendor with the overall highest score in all categories is considered the vendor offering the best overall value to the City.

Selection of Procurement Method



- Advertisement, evaluation and recommendation are performed in accordance with the Amended & Restated Procurement and Sourcing Policy.
 - Audit results - Policy, processes and file documentation complies with 2 CFR 200 (Federal and State Standard for Grant Compliance) and Texas Local Government Code(s)
- Department provided scope of service, independent cost estimate and requisition.
- Procurement staff develop and submitted Procurement Rational Form for review and approval.

2. Advertisement, Outreach and Results



Advertisement, Outreach and Results



- ***Advertisements***

- Advertised in El Paso Times (January 26th and February 2, 2021)
- Posted on City of El Paso's Website (January 26, 2021-March 3, 2021)

- ***Outreach***

- PurMail (Email notifications to registered vendors)
- Weekly notifications (Thursdays) for 5 consecutive weeks

- ***Results***

- 70 on-line views (67 vendors or interested parties)
- Three (3) proposals received

4. Proposal Evaluation and Scoring



Evaluation Factors and Weights

Evaluation Factors	Maximum Points
Factor A - Offeror Fee Proposal	30
Factor B – Experience and Qualifications	30
Factor C – Response of References Each Reference valued at 10 points	30
Factor D – Quality of Responses and Presentations	10

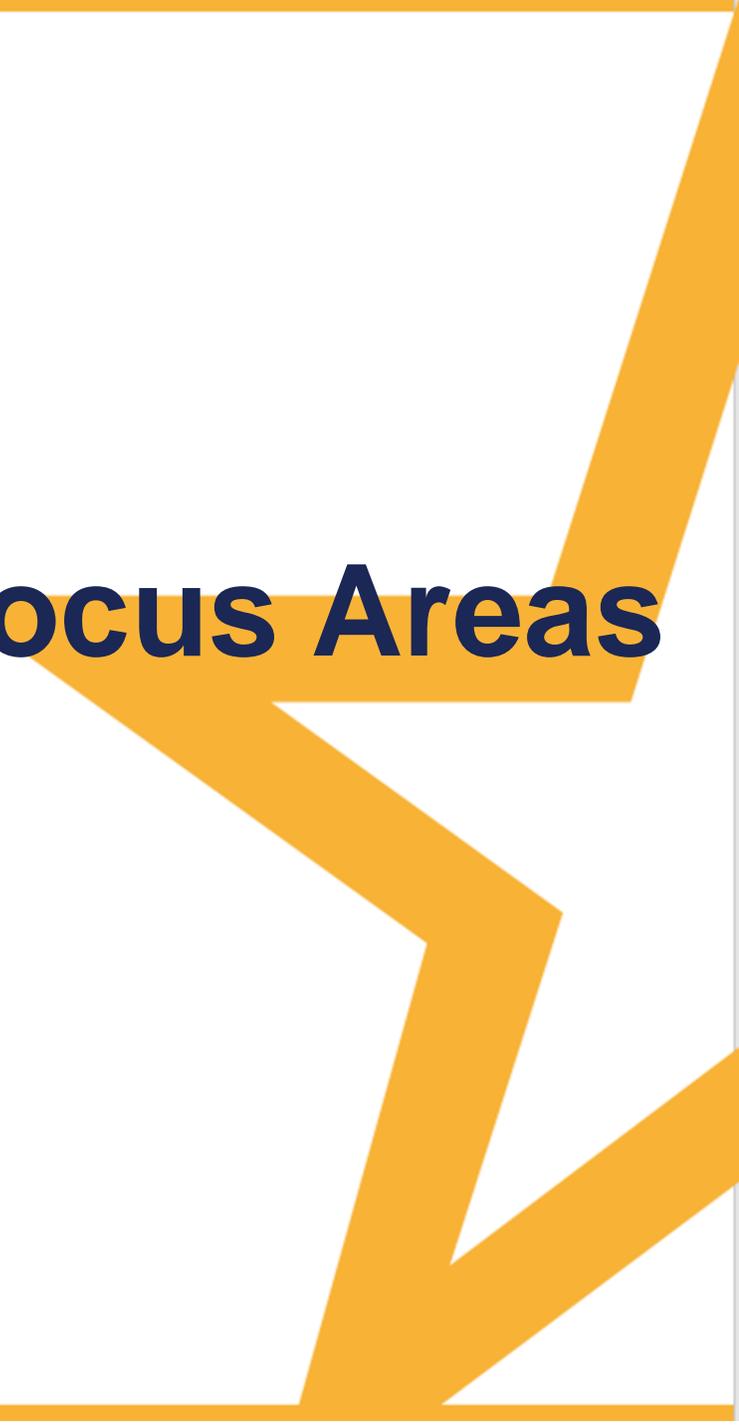
Evaluation and Scoring

PROJECT: 2021-0806R Benefit Consulting Services

Evaluation of Submittal

	MAX POINTS	HUB International Texas, Inc	McGriff Insurance Services	Gallagher Benefits Services, Inc.
Factor A - Offeror Fee Proposal	30	18.53	30.00	0.00
Factor B – Experience and Qualifications	30	29.75	27.25	25.50
Factor C – Response of References	30	28.00	20.00	20.00
Factor D – Quality of Responses and Presentations	10	9.75	8.25	7.00
Total Score	100	86.03	85.50	52.50

4. Key Scope of Services Focus Areas



Key Characteristics of Contracts

- City will only pay for services rendered.
- On-call services for General Benefit Consulting Services in seven key focus areas

Project Tasks Menu – Seven Key Focus Areas

Benefit RF(X) Development & Analysis (estimate at minimum 10 Proposal submitted for TPA & Associated services)

Annual Health Plan Rate Development Budget Projections

Annual Actuarial Analysis of Health Fund

Guidance and Update of Federal & State Laws & Regulations

Workers' Compensation Guidance

HIPPA Consultation Services

Deferred Compensation

Projects Requiring Third Party Consultation

Retiree Health Insurance Rates – Including Medicare Part D Data

Fire Collective Bargaining Insurance Rate Negotiation - 2022

Police Collective Bargaining Agreement Insurance Rate Negotiation –2023

COVID Federal Regulation Guidance – Including FFCRA and ARPA

Health Insurance Rate Comparison and Recommendation

Health, Vision and Dental Insurance Request For Proposal (RFP)

Supplemental Insurance Request For Proposal (RFP)

Monthly Federal Regulatory Compliance

Risk Management and Safety Resources Consultation

5. Recommendation



Recommendation for Award

Based upon the (i) evaluation of proposals received and (ii) the cost remaining at the 2012 level, staff's recommendation is to award the contract to HUB International Texas, Inc., as the best value to the City of El Paso.



Mission

Deliver exceptional services to support a high quality of life and place for our community



Vision

Develop a vibrant regional economy, safe and beautiful neighborhoods and exceptional recreational, cultural and educational opportunities powered by a high performing government



Values

Integrity, Respect, Excellence, Accountability, People