

BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2020-59

Meeting Date: May 18, 2020

Item Title: Employee Benefits Advisory Broker Services

BACKGROUND

Trinity Metro has utilized an agent of record to provide employee benefits consulting and broker services. An agent of record analyzes and evaluates existing employee benefit programs, works with existing and future service providers and insurance companies to monitor and evaluate their performance, and identifies cost savings and administrative enhancement opportunities. In addition, the agent of record solicits bids from insurance companies and service providers for Trinity Metro employees and their dependents. These services also include design, revision, and implementation of new and existing benefits to enhance programs and control cost.

The benefits that fall under this contract include medical and dental insurance, vision plans, long term and short term disability plans, term life insurance, supplemental life, flexible spending accounts, COBRA, whole life insurance with accidental death, dismemberment and long term care insurance, health reimbursement accounts, and self-funding plan options.

This Board Action is necessary in order to award a new employee benefits consulting and broker services contract. Upon Board approval, this contract will be for three years with two one-year extensions.

PROCUREMENT

In accordance with Trinity Metro's Procurement Policy, a Request for Proposal (RFP 20-T002) for Employee Benefits Advisory & Broker Services was issued and advertised on Trinity Metro's website on January 10, 2020.

Five firms submitted proposals that were responsive, responsible and in compliance with the proposal requirements. Firms submitting proposals were Arthur J. Gallagher, Hays Companies of Texas, Holmes Murphy, IBT Consulting LLC and Willis Towers Watson.

<u>Name of Firm</u>	<u>Three-Year Base Cost</u>	<u>Plus Two Option Years Cost</u>	<u>Total Five-Year Cost</u>
Arthur J. Gallagher	\$360,000	\$240,000	\$600,000
Hays Companies of Texas	\$360,000	\$240,000	\$600,000
Holmes Murphy	\$465,000	\$320,000	\$785,000
IBT Consulting LLC	\$336,000	\$272,000	\$608,000
Willis Towers Watson	\$350,000	\$205,000	\$555,000

Arthur J. Gallagher was rated as the proposer with the most advantageous, responsive and responsible proposal.

Trinity Metro's Procurement Department has followed procurement policy with the Request for Proposal and is compliant with all applicable federal, state and Trinity Metro procurement requirements.

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DBE Utilization

A DBE goal of 15% was established for this solicitation. Arthur J. Gallagher has committed to achieve 15% subcontracting participation using a woman-owned business (WBE).

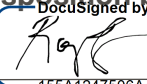
FINANCING

Funds are available in Trinity Metro's FY2020 Operating Budget to fund this year's portion of the contract. Funds for future years of the contract will be considered in each year's proposed budgets.

RECOMMENDATION

The Finance and Audit Committee recommends that Trinity Metro Board of Directors authorize the President/Chief Executive Officer to enter into a three-year contract, with two one-year renewal options with Arthur J. Gallagher for Employee Benefits Advisory & Broker Services for a total not-to-exceed amount of \$600,000.

Disposition by Board of Directors

DocuSigned by:


May-20-2020

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Secretary Approval:

DATE