



UTILITIES COMMISSION  
CITY OF NEW SMYRNA BEACH, FLORIDA

ADM. OFFICE  
USE ONLY:

AGENDA ITEM 3-c

- CONSENT ITEM FOR MEETING OF: May 15, 2017
- NEW BUSINESS FROM: Human Resources/Benefits Manager
- OLD BUSINESS SIGNATURE: Britney Pitcher
- \_\_\_\_\_ EXHIBITS: Summary of Evaluation

**SUBJECT: Agent of Record - Employee Benefits  
(RFP No. 9-17)**

**SUMMARY:**

In accordance with our policies and procedures, the U.C. completed the Request for Proposal (RFP) process to obtain proposals for agent of record services for the U.C.'s employee benefits programs. Six (6) proposals were received and evaluated by a committee based upon pre-determined factors. The top three respondents are ranked as follows:

Public Risk Insurance Agency (PRIA)	422
Gallagher	408
LassiterWare	369

To ensure there is no lapse in service to our employees, it is recommended that PRIA be awarded Agent of Record, to be effective May 16, 2017. PRIA's proposed fees are to be on a commission basis at current levels, with the exception of life and disability for which they have proposed a 5% Commission decrease. Such commissions would be included in premiums and payable by the carriers.

**RECOMMENDED ACTION:**

A motion to award Agent of Record services for employee benefits to Public Risk Insurance Agency (PRIA), such services to be effective May 16, 2017 and continue for one (1) year, until May 15, 2018, with the possibility of three (3) subsequent annual renewals.

Ray Mitchem

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

Utilities Commission  
City of New Smyrna Beach  
RFP 9-17 Agent of Record

EVALUATOR	EVALUATOR 1	EVALUATOR 2	EVALUATOR 3	EVALUATOR 4	EVALUATOR 5	TOTALS
COMPANY						
<b>Pria</b>	83	85	79	80	95	422
<b>Gallagher</b>	78	78	85	84	83	408
<b>Lassiter</b>	77	71	60	73	88	369
<b>Hylant</b>	69	76	81	74	86	386
<b>Strategik</b>	59	80	69	75	84	367
<b>League</b>	33	47	51	46	78	255