

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Office of Management & Budget/Insurance & Benefits

AGENDA DATE: August 12, 2008

CONTACT PERSON/PHONE: David Almonte, 541-4350

Terrence Freiburg, Purchasing Mgr.,

DISTRICT(S) AFFECTED: All 541-4313

SUBJECT:

Approve extension of contract to Risk and Insurance Management, Inc. for one additional year, August 16, 2008 – August 16, 2009, to provide safety and risk management services not to exceed \$78,000/year.

BACKGROUND / DISCUSSION:

Risk & Insurance Management, Inc. was the successful vendor under RFP2005-198R. They have assisted the City in the development of a citywide comprehensive loss control program as well as individual department safety programs. Risk & Insurance Management, Inc., Insurance & Benefits staff and the individual department safety coordinators are currently working on the development of job safety analysis, establishing departmental total incident rate goals for FY09 and analysis of work related injuries. Risk & Insurance Management, Inc. has assisted the City in reducing the number of work-related injuries by 20% (1251 in FY05 to 999 projected for FY08) and reducing the cost by 10% (\$6.9M in FY05 to \$6.2M projected for FY08). They have also assisted in the development and evaluation of various insurance related requests for proposals.

PRIOR COUNCIL ACTION:

Council awarded the initial 36 month contract on August 9, 2005 which provided for the current extension.

AMOUNT AND SOURCE OF FUNDING:

Budgeted in the Worker's Compensation Fund, 45122-99100255-502215, not to exceed \$78,000.

BOARD / COMMISSION ACTION:

None

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: David Almonte

APPROVED FOR AGENDA: _____

CITY MANAGER: _____ **DATE:** _____

PROJECT FORM

DATE: July 29, 2008

TO: Municipal Clerk

FROM: Terrence Freiburg

Purchasing Manager

Ray Heredia



Procurement Analyst

Please place the following item on the CONSENT City Council CONSENT Agenda of August 12, 2008.

Item should read as follows:

Request that the Purchasing Manager be authorized to extend the terms of Contract 2005-198R, Comprehensive Loss Control Program for one additional year with Risk Insurance Management Consultants, Inc., El Paso, TX. Total Yearly Amount, not to exceed \$78,000.00. Contract Period: August 16, 2008 thru August 15, 2009

OPTION NO.: ONE [OF TWO]

ACCOUNT NO: 99100255-45122-502215

FUNDING SOURCE: Worker's Compensation Insurance

AMOUNT NOT TO EXCEED: \$78,000.00 /Yr.

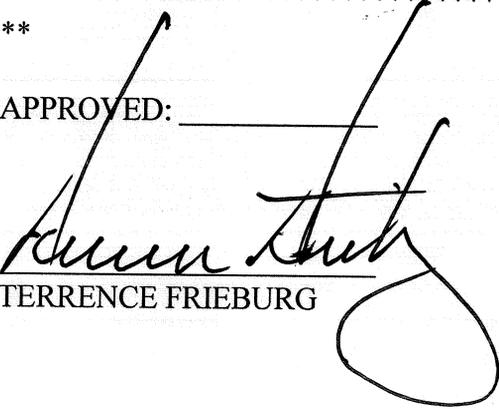
DEPARTMENT: Insurance and Benefits/OMB

----- City Clerk's Use -----

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APPROVED: _____

APPROVAL DATE: _____


TERRENCE FRIEBURG

MOTION
AUGUST 16, 2005

Motion made by Representative O'Rourke, seconded by Representative Byrd and unanimously carried to award Request for Proposal Solicitation No. 2005-198R Comprehensive Loss Control Program

Award to: Risk & Insurance Management Consultants, Inc.
El Paso, TX
Amount: \$78,000.00 (estimated yearly)

Department: Office of Management & Budget
Funds available: 99100255-45122-502215
Funding source: Workers' Compensation Fund
Total award: \$234,000.00 (estimated)
District (s): All

The Office of Management and Budget, Insurance Department, Consultant, Purchasing Department and the review committee have met and reviewed the Proposals that were received. It is the recommendation of the committee to award the RFP to Risk & Insurance Management Consultants, Inc. The proposal response addressed the scope and intent of the RFP.

This is a thirty-six (36) month contract with the option to extend the contract for two (2) additional years, one year at a time.

Additionally, it is requested authorization for City staff to negotiate, City Attorney's Office to review, and the City Manager be authorized to execute any related contract documents, agreements and budget transfers necessary during the contract.

Representatives Lozano and Presi Ortega, Jr. were not present for the vote.

Richarda Duffy Momsen, City Clerk