

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

DEPARTMENT: Human Resources/Benefits Services

AGENDA DATE: November 12, 2013

CONTACT PERSON/PHONE: Linda Ball Thomas, 541-4102

DISTRICT(S) AFFECTED: All

SUBJECT:

Approve the award of Solicitation # RFP2013-272R, Worker's Compensation Third Party Administrator to Claims Administrative Services, Inc. (CAS) as recommended by the Human Resources Department/ Risk Management Division and the evaluation committee for an estimated five year total of \$2,707,487.50 beginning on November 13, 2013 through November 12, 2018 with an option to renew for two one-year renewal options.

BACKGROUND / DISCUSSION:

On July 31, 2013 RFP #2013-272R was released for Third Party Administrative Services. Proposals were due back on August 21, 2013. A listing of all the vendors that submitted proposals is attached. The initial rating of all the vendors was done in accordance with Purchasing Policies and Procedures. The committee members rated the providers who submitted a bid proposal on the required information. Attached is the final scoring sheet for all the vendors. The evaluation committee determined that Claims Administrative Services, Inc. provided the best value for the service. There are no citizen concerns.

PRIOR COUNCIL ACTION:

Council awarded RFP2008-092R in May 2008. Council authorized the exercise the City's option to extend Contract 2008-092R for two additional years in July 2011.

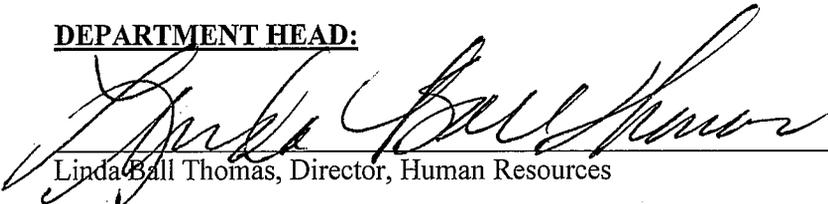
AMOUNT AND SOURCE OF FUNDING: \$750,000/year. Account: 522000, Dept: 209, Fund: 3500, Division: 14070, Program: P1417

BOARD / COMMISSION ACTION: NA

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

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

DEPARTMENT HEAD:



Linda Ball Thomas, Director, Human Resources

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

**COUNCIL PROJECT FORM
(RFP)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **REGULAR** agenda under **RFP's** for the Council Meeting of **NOVEMBER 12, 2013**.

Discussion and action on the award of Solicitation No. 2013-272R (Worker's Compensation Third Party Administrator) to CAS-Claims Administrative Services, Inc. for an initial term estimated award of \$2,707,487.50.

Department:	Human Resources/Benefit Services
Award to:	Claims Administrative Services, Inc. Tyler, Texas
Item(s):	All
Initial Term:	5 years
Option:	Two 1 year options
Annual Estimated Amount:	\$ 541,497.50
Initial Term Estimated Award:	\$2,707,487.50 (5 years)
Total Estimated Award:	\$3,790,482.50 (7 years)
Account No.:	209-14070-522000-3500-P1417
Funding Source:	Worker's Compensation Services
District(s):	All

This is an RFP, service contract.

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

The Purchasing and Strategic Sourcing and Human Resources/Benefit Services Departments recommend award as indicated to CAS-Claims Administration Services, Inc., the highest ranked offeror based on evaluation factors established for this procurement.

*******ADDITIONAL INFO BELOW*******

COMMITTEE SCORE SHEET

RFP NO.: 2013-272R

RFP TITLE: WORKERS' COMPENSATION 3RD PARTY ADMINSTRATOR
HUMAN RESOURCES - RISK MANAGEMENT

	1-2-1 Claims, Inc Helotes, TX	CAS-Claims Adminsrative Services, Inc. Tyler, TX			
Cost Total 60 Month Adminsrative, Set-Up, Service, and Medical Cost Containment Fees 35 Pts	\$2,421,500.00 35.00	\$2,707,487.50 31.30			
Quality of Response and Presentations					
Readability, completeness, understanding of project scope 5 Pts	3.75	5.00			
Adherence to response format requirements 5 Pts	3.50	3.67			
Service Capabilty & Responsiveness					
Qualifications in performing speicfic job requirements stated 20 Pts	14.67	19.08			
Experience in management, technology, accounting, etc 15 Pts	12.50	15.00			
Response to References					
Completes projects on-time, within budget 5 pts	5.00	4.33			
Communicates and interacts with al staff levels and produces high-quality results 5 pts	5.00	4.50			
Financial Stability					
(# points/percent max) 10 Pts	5.50	9.83			
GRAND TOTAL 100 Pts (100 points/percent max)	84.92	92.72			

CRAWFORD & COMPANY
ATTN: BOB MINNIE
6044 GATEWAY EAST STE. 600
EL PASO, TEXAS 79905

change address
4120 Rio Bravo St
El Paso, TX 79905

CSI RISK SERVICES
ATTN: ADAM COOK
11490 WESTHEIMER STE. 500
HOUSTON, TEXAS 77077

UTF

GENEX SERVICES INC.
ATTN: ERNEST GALVAN
11118 WURZBACH RD STE. 301
SAN ANTONIO, TEXAS 78230

LINDSEY MORDEN CLAIMS
MANAGEMENT
LOS ARCOS BLDG #105
4141 PINNACLE STREET
EL PASO, TEXAS 79902

UTF

ATTN: KATHLEEN BECKER
NOVAPRO
300 E MAIN STE 740
EL PASO TX 79901

SOUTHWEST ADJUSTING
SERVICES, INC.
1326 E. YANDELL DR.
EL PASO, TEXAS 79902

STINSON & SON INSURANCE
AGENCY
ATTN: MELANIE STINSON
9900 MONTANA AVE. 200N. LEE TRAIL
EL PASO, TEXAS 79925

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step

ATTN: JACQUE SMITH
HEALTHWATCH, INC.
5580 HARVEST HILL RD. #1004
DALLAS, TX 75230

UTF

TRI STAR RISK MANAGEMENT
100 OCEANGATE STE 700
LONG BEACH CA 90802

ATTN: JIM BRUNDAGE
ROGERS & BELDING
INSURANCE AGENCY, INC.
2505 EAST MISSOURI
EL PASO, TX 79903

DELOITTE & TOUCHE
ATTN: JAN CHAPMAN
3300 CLAY STREET STE. 2300
HOUSTON, TEXAS 77002

UTF

FORTE MANAGED CARE
ATTN: MUNDY HEBERT
7600 CHEVY CHASE DR. STE. 400
AUSTIN, TEXAS 78752

ATTN: TERRY TURON
CRAWFORD & COMPANY
3100 SO. GESSNER, SUITE 518
HOUSTON, TX 77063

ATTN: KAREN READING
GALLAGHER BASSET SERVICES INC.
6504 INTERNATIONAL PARKWAY
SUITE 2100
PLANO, TX 75093

ATTN: FRANK CHAVEZ
CONCENTRA MEDICAL CENTERS
6320 GATEWAY EAST
EL PASO, TX 79905

ATTN: JOHNNY ROGERS
ARGUS SERVICES CORPORATION
9500 FOREST LANE STE. 300 LB-16
DALLAS, TEXAS 75243

UTF

ATTN: SHELLY BORDONARO
REVIEW MED
10300 N. CENTRAL EXPRESSWAY
SUITE 450
DALLAS, TX 75231

ATTN: ROBYN C. TYDELSKI
HAMMERMAN & GAINER, INC.
800 W. AIRPORT FREEWAY,
SUITE 314
DALLAS, TX 75062

ATTN: BART GRIFFIN
BARRON RISK MANAGEMENT
SERVICES
5815 CALLAGHAN ROAD
SAN ANTONIO, TX 78228

UTF

ATTN: BART GRIFFIN
BARRON RISK MANAGEMENT
SERVICES
3445 EXECUTIVE CENTER STE 201
AUSTIN, TX 78731

ALTERNATIVE SERVICE CONCEPTS
ATTN: DWIGHT ARPIN VP
293 FOREST BROOK BLVD.
MANDEVILLE, LA 70448

ATTN: KATHERINE BENEVIDES
IMO INC.
4100 MIDWAY RD
SUITE 1145
CARROLLTON, TX 75007

MCM SOLUTIONS
ATTN: LINDA DAVIDSON JOHNSON
212 COLINA ALTA
EL PASO, TEXAS 79912

KIM JONES
631 BURNING TREE LANE
COPPELL, TX 75019

ATTN: SHERYL M. ROBERTS
CCS CONSULTING, LP
PROGRAM MANAGEMENT &
CONSULTATION SERVICES
6301 E. CAMPUS CIRCLE DR. STE 100
IRVING, TX 75063

UTF