

RESOLUTION NO. 2019-062

1
2 **A RESOLUTION OF THE CITY COMMISSION OF THE CITY**
3 **OF PARKLAND, FLORIDA, APPROVING THE EVALUATION**
4 **COMMITTEE’S RANKING AND AUTHORIZING THE**
5 **PURCHASING DIRECTOR TO NEGOTIATE A CONTRACT**
6 **WITH THE TOP-RANKED PROPOSER, RISK MANAGEMENT**
7 **ASSOCIATES, INC., FOR PROPERTY & CASUALTY**
8 **INSURANCE; PROVIDING FOR EXECUTION; PROVIDING**
9 **FOR AN EFFECTIVE DATE.**

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11 **WHEREAS**, on March 29, 2019, in accordance with the City of Parkland’s (City)
12 Procurement Code, City Staff advertised Request for Proposal (RFP # 2019-07) for Property and
13 Casualty Insurance; and

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15 **WHEREAS**, on April 23, 2019, the City received three (3) proposals from Risk
16 Management Associates, Inc., Florida Leagues of Cities, Inc. and World Risk Management,
17 LLC; and

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19 **WHEREAS**, on May 2, 2019, the Evaluation Committee reviewed, rated and shortlisted
20 the three (3) proposals for interview; and

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22 **WHEREAS**, on May 21, 2019, the Evaluation Committee interviewed the shortlisted
23 three (3) proposers and after further discussion and review of the criteria set forth in the RFP, the
24 Evaluation Committee unanimously recommended approval of the top-ranked proposer, Risk
25 Management Associates, Inc.; and

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27 **WHEREAS**, the proposed estimated annual fee submitted by Risk Management
28 Associates, Inc. to complete the scope of services is \$333,607 which is budgeted in FY2019; and

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30 **WHEREAS**, the initial contract period shall start on date of contract execution and shall
31 continue for a period of three (3) years, with the option to extend for two (2) additional one (1)
32 year periods, if determined to be in the City's best interest; and

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34 **WHEREAS**, the Evaluais recommending the Purchasing Director negotiate terms,
35 condition and fees with the top-ranked proposer, Risk Management Associates, Inc., for Property
36 and Casualty Insurance.

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38 **NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY**
39 **OF PARKLAND, FLORIDA AS FOLLOWS:**

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41 **Section 1.** The foregoing “WHEREAS” clauses are confirmed and ratified as being true
42 and correct and are hereby incorporated herein.

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44 **Section 2.** The City Commission hereby approves the Evaluation Committee ranking for
45 Property and Casualty Insurance and authorizes the Purchasing Director to negotiate terms,
46 conditions and fees with the top-ranked proposer, Risk Management Associates, Inc., and extend
47 the contract for two, one-year periods, if determined to be in the City's best interest.

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49 **Section 3.** In the event the Purchasing Director is unable to negotiate a contract deemed
50 to be acceptable with the top-ranked firm, the Purchasing Director shall report to the City
51 Commission which shall either require that the Purchasing Director continue negotiations or

52 authorize negotiations with the second-ranked firm until the process is complete or, until the
53 Purchasing Director or the City Commission determines that it is no longer feasible to continue
54 negotiating; at any time the City Commission has the full discretion to either abandon the
55 process or begin the process again.

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57 **Section 4.** The RFP packet has been reviewed and approved by the City Attorney.

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59 **Section 5.** Providing for execution by the appropriate City official.

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61 **Section 6.** This Resolution shall become effective immediately upon adoption.

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64 PASSED AND ADOPTED THIS 19th DAY OF June, 2019.

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67 **CITY OF PARKLAND, FLORIDA**

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72 **CHRISTINE HUNSCHOFSKY**
73 **MAYOR**

74 ATTEST:

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76 
77 **JENNIFER JOHNSON**
78 **CITY CLERK**



RECORD OF COMMISSION VOTE

Commissioner Kagan	<u>Yes</u>
Commissioner Mayersohn	<u>Yes</u>
Mayor Hunschofsky	<u>Yes</u>
Commissioner Walker	<u>Yes</u>
Vice Mayor Cutler	<u>Yes</u>