



Human Resources Department

DATE: July 6, 2022

FROM: Leanne Schmidt, Human Resources Director

ITEM: Receive and approve the bid for Employee Health Insurance Benefits Broker & Consulting

REQUEST:

Receive, consider, and award bid for Employee Health Insurance Benefits Broker & Consulting

Please place this item on the July 12, 2022, City Commission meeting agenda.

BACKGROUND INFORMATION:

The City solicited bids seeking a broker/consultant to perform a full range of services related to the analysis, design, implementation, maintenance, improvement, and communication of the City group health insurance program. The broker/consultant was included in the 2022 insurance fund budget.

RECOMMENDED CITY COMMISSION ACTION:

Receive bids and award the bid for the employee health insurance benefits broker and consulting to Arthur J. Gallagher & Co. (Gallagher).

STAFF CONTACT INFORMATION:

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The 10-member selection committee included seven department directors, one member of the Employee Representative Committee, Mayor Mike Schmitz, and one member of the public. Five vendors submitted proposals. Based on a review of the five proposals submitted, three vendors were invited to be interviewed by the committee on June 30, 2022. The order of vendor interviews was determined by random drawing. The RFP selection criteria used are listed below.

RFP SELECTION CRITERIA
1. Specific qualifications of the primary staff who will manage, supervise, and provide services, including previous experience on projects of similar size and scope.
2. Public sector experience and qualifications of the firm. This includes past project experience and/or research projects conducted for recognized industry associations.
3. Proposer's project management methodology and experience.
4. Proposer's familiarity with the operational review services needs of the City of Bismarck.
5. Has the indicated the resources available to perform the work, including any specialized services within the specified time limits for the project?
6. Responses of the client references.
7. Costs of services and payment policies.

Score												
SELECTION CRITERIA	CM 1	CM 2	CM 3	CM 4	CM 5	CM 6	CM 7	CM 8	CM 9	CM 10	Score	
Gallagher	1.6	1.8	1.9	1.8	1.6	1.6	1.6	1.8	1.5	1.5	16.70	
Marsh McLennan Vaaler	1.3	1.6	1.8	1.3	1.4	1.2	1.5	1.1	1.4	1.6	14.06	
Brown & Brown	1.1	1.6	1.7	1.3	1.7	1.5	1.7	1.3	1.4	1.2	14.73	

RANK													
SELECTION CRITERIA	CM 1	CM 2	CM 3	CM 4	CM 5	CM 6	CM 7	CM 8	CM 9	CM 10	Total	Rank	
Gallagher	1.0	1.0	1.0	1.0	2.0	1.0	2.0	1.0	1.0	2.0	1.30	1	
Marsh McLennan Vaaler	2.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	2.80	3	
Brown & Brown	3.0	2.0	2.0	2.0	1.0	2.0	1.0	2.0	2.0	1.0	1.80	2	