



ITEM 1.  
CARRY OVER

### AGENDA ITEM REPORT

**DATE:** September 18, 2018  
**DEPARTMENT:** Human Resources  
**REQUESTER:** Lynne Peterson  
**TITLE:** Award Contract for Employee Insurance Benefits Consultant and Actuarial Auditor

#### I. MOTION REQUESTED

- A. Award Request for Proposal No. RFP180162LKD, Employee Insurance Benefits Consultant and Actuarial Auditor, to Aon Benefits & Insurance Services, Inc. d/b/a Aon Consulting, Inc. to provide benefits consulting and actuarial auditor services for an initial period of three years, beginning October 1, 2018, as approved in the department's annual adopted budget.
- B. Authorize the Chair to execute the contract documents.
- C. Grant the Director of Procurement Management the authority to negotiate renewals of the contract, including changes in price, for up to one additional three-year period, and/or to extend the contract, and to execute all associated documents, with County Administration approval, as approved in the department's annual adopted budget, if doing so is in the best interest of Lee County.

#### II. ITEM SUMMARY

Award contract to Aon Benefits & Insurance Services, Inc. d/b/a Aon Consulting, Inc. for benefits consulting and actuarial auditor services for an initial period of three years, beginning October 1, 2018, with the option to renew for one additional three-year period, as approved in the department's annual adopted budget. Total expenditures for these services for Fiscal Year 2016 - 2017 were approximately \$175,000.

#### III. BACKGROUND AND IMPLICATIONS OF ACTION

##### A) Board Action and Other History

Human Resources submitted a request to Procurement Management to solicit proposals for benefits consulting and actuarial auditor services. On May 18, 2018, Procurement Management advertised Request for Proposal No. RFP180162LKD, Employee Insurance Benefits Consultant and Actuarial Auditor, and on the proposal deadline of June 19, 2018, Procurement received four proposal responses. All proposals submitted were considered by the Evaluation Committee on July 10, 2018. During the evaluation process, the Evaluation Committee considered criteria as listed in the solicitation, including qualifications of the company, company relevant experience and reference, plan of approach and personnel. On the basis of the information submitted by the firms in their proposals, it was the consensus of the committee to recommend awarding the contract to Aon Benefits & Insurance Services, Inc. d/b/a Aon Consulting, Inc.

Total expenditures for these services for the Fiscal Year 2016 - 2017 were approximately \$175,000.

##### B) Policy Issues

##### C) BoCC Goals

##### D) Analysis

##### E) Options

#### IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$175,000
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings: GC5133757602.503190	
G)	Fund Type?	Other Self Insurance Health Fund
H)	Comments:	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

Contract Effective 10/1/18

**VII. FOLLOW UP****ATTACHMENTS:**

Description

Upload Date

Type

[180162 contract aon exec](#)

8/28/2018

Contract

**REVIEWERS:**

Department

Reviewer

Action

Date

Human Resources

Hailstone, Erin

Approved

8/8/2018 - 4:00 PM

Budget Services

Guttery, Angela

Approved

8/9/2018 - 9:06 AM

Budget Services

Winton, Peter

Approved

8/9/2018 - 1:33 PM

County Attorney

Lira, Louis C.

Approved

8/13/2018 - 11:09 AM

County Manager

Brady, Christine

Approved

8/13/2018 - 3:34 PM