

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER, PURSUANT TO REQUEST FOR PROPOSALS (RFP) 2019-048-WG FOR INSURANCE BROKER OF RECORD; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH MCGRUFF, SEIBELS & WILLIAMS, INC., THE TOP RANKED PROPOSER; AND FURTHER AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT UPON CONCLUSION OF SUCCESSFUL NEGOTIATIONS BY THE ADMINISTRATION.**

**WHEREAS**, on May 14, 2014, the Mayor and City Commission adopted Resolution Number 2014-28551, approving the award of Request for Qualification ("RFQ") No. 2014-056-MF for Insurance Broker of Record for Property and Liability Insurance, to Arthur J. Gallagher Risk Management Services, Inc.; and

**WHEREAS**, On February 13, 2019, in anticipation of the expiration of the current agreement, the City Commission approved the issuance of RFP 2019-048-WG, Insurance Broker of Record; and

**WHEREAS**, on February 13, 2019, the City Manager, pursuant to Commission Memorandum, appointed an Evaluation Committee (the "Committee"), comprised of Monica Beltran, Assistant Director, Parking Department, City of Miami Beach; Sonia Bridges, Division Director Risk Management, Human Resources Department, City of Miami Beach; and, Amy Knowles, Deputy Resiliency Officer, City Manager's Office, City of Miami Beach; and

**WHEREAS**, on April 22, 2019, the City received a total of six (6) proposals from the following firms: Century Risk Advisors ("CRA"); Florida League of Cities; Gehring Group ("Gehring"); McGriff, Seibels & Williams, Inc. ("McGriff"); USI Insurance Services ("USI"); and, Raymond James; and

**WHEREAS**, the proposal submitted by Florida League of Cities was deemed non-responsive for failure to meet the minimum qualifications requirements, and for failure to include a signed Appendix A; and

**WHEREAS**, the Committee convened on May 17, 2019, to consider the responsive proposals received; and

**WHEREAS**, the Committee was provided an overview of the project, information relative to the City's Cone of Silence Ordinance and the Government Sunshine Law, as well as general information on the scope of services and a copy of each proposal, and was instructed to score and rank each proposal pursuant to the evaluation criteria established in the RFP for qualitative factors; and

**WHEREAS**, the Committee's evaluation process resulted in the following order of ranking:

- 1<sup>st</sup> ranked proposer - McGriff, Seibels & Williams, Inc.;
- 2<sup>nd</sup> ranked proposer - (tie) USI Insurance Services;
- 2<sup>nd</sup> ranked proposer - (tie) Gehring Group;
- 4<sup>th</sup> ranked proposer - Century Risk Advisors;
- 5<sup>th</sup> ranked proposer - Raymond James; and

**WHEREAS**, after reviewing the results of the evaluation committee process, including proposer qualifications, the City Manager further exercised his due diligence and evaluated the cost options submitted by each proposer; and

**WHEREAS**, upon considering both qualitative and quantitative factors, the City Manager recommends that the Mayor and City Commission authorize the Administration to enter into negotiations with McGriff, Seibels & Williams, Inc., the top ranked proposer.

**NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA**, that the Mayor and City Commission hereby accept the recommendation of the City Manager, pursuant to Request for Proposals (RFP) No. 2019-048-WG for Insurance Broker of Record; authorize the Administration to enter into negotiations with McGriff, Seibels & Williams, Inc., the top ranked proposer; and further authorize the Mayor and City Clerk to execute an agreement upon conclusion of successful negotiations by the Administration.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Dan Gelber, Mayor

**ATTEST:**

\_\_\_\_\_  
Rafael E. Granado, City Clerk

**APPROVED AS TO  
FORM & LANGUAGE  
& FOR EXECUTION**

*Rafael E. Granado*      5-28-19  
City Attorney      Date