

City Council-Regular

Meeting Date: 04/19/2022

Initiated By: Rosario Cabello, Deputy City
Manager

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Staff Source: Zaida J. Gonzalez, Acting Human Resources Director; Linda Teniente,
HR & Benefits Business Partner; Miguel A. Pescador, Purchasing
Agent

SUBJECT

Consideration to authorize the Interim City Manager to execute Professional Services Contract FY22-031 with Gallagher Benefits Services, Austin, Texas for an amount not to exceed \$60,000.00 per year. This is an Employee Benefits Consultant contract for an initial term of three (3) years beginning May 1st, 2022 and subject to future appropriations; contract has options to renew two (2) additional one (1) year periods, upon mutual agreement of the parties and in accordance with the terms of the negotiated contract. Funding for this contract is available in the Human Resources Health and Benefits Fund.

VENDOR INFORMATION FOR COMMITTEE AGENDA

NONE.

PREVIOUS COUNCIL ACTION

On 03/21/2022, City Council authorized Human Resources Department to negotiate a contract for professional services for an Employee Benefits Consultant with Gallagher Benefits Services, Austin, TX.

BACKGROUND

The City went out on Formal Requests for Qualifications through Cit-E-Bid for an Employee Benefits Consultant. The City received four (4) submittals; Gallagher Benefit Services, Austin, TX., HUB International, El Paso, TX., USI Southwest, Inc., Valhalla, NY., Lockton Dunning Benefits, San Antonio, TX. Statement of qualifications submittals were initially evaluated by the City of Laredo Committee team. The evaluations scoring was based on the following criteria: Capability to perform all the services required for the immediate and future projects; Past public entity insurance consulting experience comparable to the proposed scope of services; Reputation for personal and professional integrity and competence; Professional background and caliber of key personnel; Current workload; Meets license requirements; Familiarity with proximity to the geographic location of the city; the City of Laredo requested the top two highly ranked vendors to conduct a 45-minute presentation. The City of

Laredo is recommending to enter a negotiation with its top selection, Gallagher Benefit Services.

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COMMITTEE RECOMMENDATION

NONE.

STAFF RECOMMENDATION

It is recommended that City Council approves this motion.

Fiscal Impact

Fiscal Year: 2022
Budgeted Y/N?: Y
Source of Funds:
Account #: 660-2035-513-5526
Change Order: Exceeds 25% Y/N: N

FINANCIAL IMPACT:

Attachments

City Council 03.21.2022
Gallagher Offer
Gallagher Agreement Draft
