

**6. RISK MANAGEMENT CONSULTING SERVICES -- RISK MANAGEMENT  
FUNDING -- RISK MANAGEMENT**

(Request sent to 20 vendors)

RFP #17-0105 Contract

	Charlesworth Consulting, LLC	<b>IMA, Inc.</b>
Annual fee, Year 1	\$70,000.00 - \$80,000.00	<b>\$50,000.00</b>
Annual fee, Year 2	\$70,000.00 - \$80,000.00	<b>\$50,000.00</b>
Annual fee, Year 3	\$70,000.00 - \$80,000.00	<b>\$50,000.00</b>
Annual fee, Year 4	\$72,100.00 - \$82,400.00	<b>\$50,000.00</b>
Annual fee, Year 5	\$74,263.00 - \$84,872.00	<b>\$50,000.00</b>
	\$356,363.00 - \$407,272.00	<b>\$250,000.00</b>
Standard retainer rate per consultant hour (additional meetings)	\$150.00 (plus reasonable expenses)	<b>\$150.00</b>
Acknowledge Addenda	Y	Y
No Bid	Adjusters International / Tidal Basin	Hays Companies of Kansas
	M&M Insurance Associates	Marsh USA
	Origami Risk	Rutledge Agency, LLC
	Washington National	

On the recommendation of Joe Thomas, on behalf of Risk Management, Talaya Schwartz moved to **accept the low proposal from IMA, Inc. for contracted rates as shown above for three (3) years with two (2) one (1) year options to renew.** Linda Kizzire seconded the motion. The motion passed unanimously with Colonel Powell recusing himself from the vote as he was on the evaluation committee.

An evaluation committee comprised of Jeff Cooper - Facilities, Rick Durham - Finance, Scott Hadley - EMS, Diana Mansouri - Risk Management, Donald Paget - Fire District #1, Penny Poland - Fleet, Richard Powell - Sheriff's Office, Jim Weber - Public Works and Joe Thomas - Purchasing reviewed and scored the responses based on criteria set forth in the RFP. IMA, Inc. received the highest score and is being recommended for award.

Sedgwick County is seeking a consultant in regards to all property and casualty insurance programs. The consultant will assist in seeking competitive insurance coverage, provide analysis of insurance markets, create a comprehensive decision framework, evaluate of insurance market options, and provide assistance in the creation of and maintaining a safety program for the county. The consultant will be responsible for managing and coordinating all aspects of insurance bidding and selection process and will work directly with designated staff from the Division of Finance to make final approvals.

**BoCC APPROVED MARCH 14, 2018**

**BOARD OF BIDS AND CONTRACTS MARCH 8, 2018**

*Questions and Answers*

Richard Powell: Being one who was actually on the evaluation committee and reviewing the various vendors who had submitted their materials, would it be appropriate for me to vote on this or should I recuse myself from it?

William Deer: I would recommend you abstain.

Tom Stolz: If I'm reading this right, is the Charlesworth Consulting LLC giving us a range of costs?

Joe Thomas: Yes sir. In the first three (3) years, it goes from \$70,000.00 to \$80,000.00. In the fourth year, there is a 3% increase and in the fifth year, there is another 3% increase on top of that.