



REPORT TO COUNCIL City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www.CityofSacramento.org

CONSENT
December 13, 2005

Honorable Mayor and
Members of the City Council

Subject: Contract: Award of Insurance Brokerage Services Contract

Location/Council District: Citywide

Recommendation:

Adopt a Resolution authorizing the City Manager to execute an agreement with Driver Alliant Insurance Services to perform insurance brokerage services for an amount not to exceed \$375,000 over three years, with two optional one-year renewals not to exceed \$275,000 over the two years, for a five-year total of \$650,000.

Contact: Barbara Brenner, Loss Control Manager, 808-7785

Presenters: N/A - Consent

Department: Human Resources

Division: Risk Management

Organization No: 1545

Summary:

Driver Alliant Insurance Services has been selected as the most qualified respondent to the City's request for qualifications (RFQ) for insurance brokerage services. The process included direct outreach to ten insurance brokerage firms and advertisement of this opportunity on the City's Procurement web site. Two proposals were received and reviewed by a panel of four risk management professionals and interviews were conducted with both.

Committee/Commission Action: None

Background Information:

The City of Sacramento utilizes insurance brokerage services to place a variety of commercial insurance policies with a combined premium of approximately \$1.67 million annually. The broker also provides programs through which the public can purchase

special events insurance for use of City facilities and contractors can obtain general liability coverage to cover their work on City contracts.

Driver Alliant has served as the City of Sacramento's insurance broker since 1989. They provide high quality services via a consistent team that has proven its reliability. The products Driver Alliant has developed to service public entity clients provide stability for the City in a volatile insurance market. Property appraisal services, training and consultation on exposure and risk transfer are among the value added services that Driver Alliant provides as a part of their service to the City.

Financial Considerations:

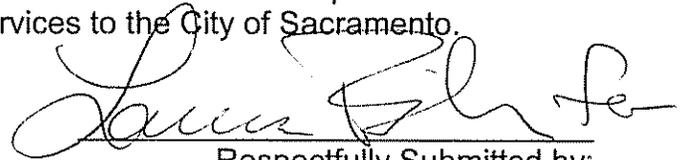
Risk funds are available to pay for contract insurance brokerage services at a cost not to exceed \$375,000 over the three-year term of the contract and two optional annual renewals with a cost not to exceed \$275,000, for a five-year total not to exceed \$650,000.

Environmental Considerations: None

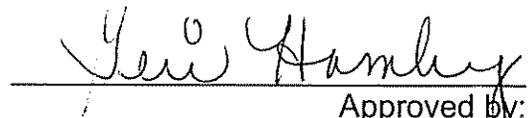
Policy Considerations: None

Emerging Small Business Development (ESBD):

No respondents to the insurance brokerage services RFQ are emerging or small businesses. Driver Alliant Insurance Services includes small business partners in providing property appraisal and loss control services to the City of Sacramento.



Respectfully Submitted by:
Barbara Brenner
Loss Control Manager



Approved by:
Geri Hamby
Human Resources Director

Recommendation Approved:



ROBERT P. THOMAS
City Manager

Table of Contents:

Pg	1	Report
Pg	4	Resolution

RESOLUTION NO.

**Adopted by the Sacramento City Council
December 13, 2005**

AUTHORIZING THE CITY MANAGER TO EXECUTE A THREE-YEAR AGREEMENT WITH DRIVER ALLIANT INSURANCE SERVICES FOR INSURANCE BROKERAGE SERVICES IN AN AMOUNT NOT TO EXCEED \$375,000 WITH TWO OPTIONAL ONE-YEAR RENEWALS NOT TO EXCEED \$275,000 OVER THE TWO YEARS, FOR A FIVE-YEAR TOTAL OF \$650,000

BACKGROUND

- A. The City of Sacramento utilizes insurance brokerage services to place a variety of commercial insurance policies with a combined premium of approximately \$1.67 million annually.
- B. Driver Alliant Insurance Services has been selected as the most qualified respondent to the City's request for qualifications for insurance brokerage services.
- C. Risk funds are available to pay for contract insurance brokerage services.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The City Manager is authorized to execute an agreement With Driver Alliant Insurance Services for insurance brokerage services in an amount not to exceed \$375,000 over three years with two optional annual renewals with a cost not to exceed \$275,000, for a five-year total not to exceed \$650,000.