

RFP 2073 Selection Committee Meeting March 31, 2022 Minutes

Selection Committee for the above-mentioned RFP held a selection committee meeting on Thursday, March 31, 2022 commencing at 9:05 a.m. in the City Commission Conference Room, 3rd floor of City Hall, 228 S. Massachusetts Avenue, Lakeland, Florida.

Committee Members Present: Joyce Dias, Director of Risk Management & Purchasing; Geli Eldemire, Employment Counsel - HR Manager (via Teams/phone); Deidra Joseph, Assistant Finance Director; Chad McLeod, City Commissioner; Shane Reynolds, Fire Rescue Chief; Bryan Riley, Risk Manager; Cherie Watson, Director of Retirement Services.

Other Attendees: Tara Walls, Senior Purchasing Agent; Emily Colon, Assistant City Manager & Mgr of Innovation & Strategy; several members of the public.

Discussion: Tara explained the purpose of today's meeting was to discuss the submittals and scoring/ranking of the firms for this RFP. There was discussion by all committee members. All committee members agreed to submit their score sheets and the results are as follows:

<u>Firms</u>	<u>Score</u>	<u>Ranking</u>
Gallagher Benefit Services Inc	642	1
RSC Ins Brokerage dba Gehring Group	620	2
Foundation Risk Partners dba Acentria Public Risk	586.95	3
McGriff Insurance Services Inc	574	4
Baldwin Krystyn Sherman Partners LLC	564.90	5
Aon Consulting Inc	481	6
The Employers Benefit Group LLC	380	7

The committee had discussion regarding the selection of firms. The committee decided to invite the top three ranked firms to give a presentation as we continue through the selection process. Tara will schedule that meeting within the next week or so. Committee members will send any interview questions or topics to Tara as soon as possible, for us to provide to the firms. There being no further business to come before the Committee, the meeting was adjourned at 10:38 a.m. These minutes are the official minutes of the Selection Committee meeting held on Thursday, March 31, 2022.

Submitted by: **Tara T. Walls, CPPB, Senior Purchasing Agent**