



Meeting Date: April 27, 2021

To: Erika Munoz Martinez, Purchasing Manager

From: Mark J Widmann, Director of Administrative Services

Subject: Health Benefits Consultant

**Purpose:**

The Health Benefits Consultant provides services that include, preparing specifications, soliciting qualified providers, negotiation agreements, evaluates and monitors plan performance, ensures markets competitiveness for the City of Midland's health and other benefit plans. In addition, assist the City in determining appropriate reserve levels, premium rate analysis and communication plans.

**Fiscal Impact:**

The cost for McGriff Insurance Services, Inc. is a flat fee of \$50,000 annually for the initial term of three years, with an optional four year at \$50,000 and optional five and six years at \$55,000. The fees listed are payable from the Employee Benefit Fund.

**Discussion:**

The City received eight proposals from consultants to provide Benefit Consulting services to the City of Midland.

After a complete review of the proposals and evaluations of them based on experience, qualifications, quality of proposal, and cost the review committee held video interviews of the top four vendors. The committee has selected McGriff Insurance Services, Inc, Addison, TX as the most suitable proposal meeting the needs of the City of Midland.

The cost for McGriff Insurance Services, Inc. is a flat fee of \$50,000 annually for the initial term of three years, with an optional fourth year at \$50,000 and optional fifth and sixth years at \$55,000 each year.