



Legislation Text

File #: ID 19-0005, **Version:** 1

Resolution Authorizing Execution of Contract No. 2019-10608 in the Amount of \$240,000 with Mark III Brokerage, Inc. for On-Line Benefits System Portal Services

Department: Human Resources
Council District: N/A

Public Hearing: N/A
Advertising Date/By: N/A

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PURPOSE:

The Human Resources Department is responsible for the administration of Benefits Enrollment of the City's 3,000 benefit eligible employees in a simplified, intuitive, user friendly and transparent manner. To execute enrollment via a seamless interface with the Lawson system; the Human Resources Department utilizes an Online Benefits Enrollment Platform offered by a third party, to enroll, educate, and motivate current and new employees to embrace the Healthcare and Deferred Compensation Benefits as a component of the Total Compensation package offered by the City of Greensboro. A solicitation was completed to recommend award of a new contract in advance of the current contract expiration. The three-year contract, with two potential one-year renewals, will exceed \$100,000, which requires City Council approval

BACKGROUND:

The Procurement Services Division conducted a competitive online request for proposals, Event 9221 for an On-Line Employee Benefits Enrollment System Portal and referred five (5) vendors for review. The Human Resources Professional Services Consultant Marsh and McLennan (MMA) reviewed the criteria and responses and subsequently referred two (2) vendors to the Human Resources Department for finalists' presentation and evaluation of services. One of the vendors was a certified M/WBE.

The M/WBE Office also provided a list of historically under-utilized firms to solicit for these services. See attached memo.

The proposals were scored based on criteria established in the RFP by the Human Resources Department and MMA. The recommendation to award the contract to the firm Mark III Brokerage, Inc, a corporation headquartered in Charlotte, NC is based on the proposal, which provides the best value and service for the City. The selection and award criteria includes the Plan and Strategy of Deliverables and Services, Experience and Qualification, References, Cost and the MWBE Program.

Pending approval, this contract will become effective on April 1, 2019.

BUDGET IMPACT:

The total estimated annual On-Line Benefits Systems Portal contract value is \$48,000. The three year estimated value is \$144,000 and the maximum five-year estimated total contract value is \$240,000. Funds for the first year of this contract in the amount of \$48,000 will be available April 1, 2019. Funding for subsequent years is subject to future City Council appropriations.

RECOMMENDATION / ACTION REQUESTED:

The Human Resources Department, M/WBE Office and Procurement Services Division concur in the recommendation for City Council approval of the resolution authorizing contract #2019-10608 to Mark III Brokeage, Inc., for On-Line Benefits System Portal Services.