



Small Business Development Division Project Worksheet

Project/Contract Title: EMPLOYEE LIFE, AD&D AND PBA INSURANCE

Received Date: 02/15/2018

Project/Contract No: RFP-00710

Funding Source:

Department: INTERNAL SERVICES

SELF INSURANCE TRUST

Estimated Cost of Project/Bid: \$75,020,000.00

FUND

Resubmittal Date(s):

Description of Project/Bid: The County is soliciting proposals from qualified and experienced firms/carriers to provide Group Term Life (Basic and Optional), Accidental Death and Dismemberment and Police Benevolent Association Insurance to the County employees, retirees and other municipalities/agencies

Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Selection Factor	SBE/GS	

Reasons for Recommendation

An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 3-41 indicates a Section Factor is appropriate for this contract as it is a Request for Proposals. Letters of Availability to Bid were sent out to the firms certified in the applicable commodity code however, no firms responded as being available to meet the project's requirements. There are eight (8) certified SBE firms in the applicable commodity codes.

Commodity Code: 953-Insurance, All Types; 95300-Insurance And Insurance Services (All Types); 95306-Accident; 95313-Aviation; 95322-Boiler; 95333-Comprehensive, Automotive; 95337-Disability; 95343-Fire; 95345-Flood; 95348-Health/Hospitalization (Including Dental And Visual Insurance); 95351-Inland Marine; 95354-Liability, Automotive; 95356-Liability, General; 95358-Liability, Professional; 95360-Liability, Public Official/Government; 95363-Life; 95366-Malpractice, General; 95368-Malpractice, Legal; 95370-Malpractice, Medical; 95377-Property And Casualty; 95387-Title

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Total				

Living Wages: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.

REVIEW RECOMMENDATION

Tier 1 Set Aside _____ Tier 2 Set Aside _____

Set Aside _____ Level 1 _____ Level 2 _____ Level 3 _____

Trade Set Aside (MCC) _____ Goal _____ Bid Preference _____

No Measure _____ Deferred _____ Selection Factor _____

CWP _____

SBD Director

2-21-18
Date