



Small Business Development Division

Project Worksheet

Project/Contract Title: Property Insurance Broker Services Program **Received Date:** 12/31/2019
Resubmittal: 02/03/2020
Project/Contract No: RFP-01487 **Funding Source:** GOB
Department: Internal Services
Estimated Cost of Project/Bid: \$2,350,000.00
Description of Project/Bid: The County requires an insurance broker to provide brokerage and related services for the procurement of the County's Master Property Program, Public Housing Agency Property Programs and Airport Liability Insurance Programs.

Contract Measures		
<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Group A & C - Selection Factor	SBE-G&S	
Group B – No Measure	SBE-G&S	
Reasons for Recommendation		
<p>The estimated cost for contract RFP-01487 is \$2,350,000.00 and it is for a five (5) year period.</p> <p>An analysis if the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates the appropriate measures as noted below for this project.</p> <p><u>Group A - Master Property, Allied Insurance and Services & Group C - Airport Liability Program</u> A Selection Factor will apply.</p> <p><u>Group B - Public Housing Property Program</u> A No Measure will apply due to funding source (Federal).</p> <p>There are two (2) SBE certified firms under these commodity codes.</p> <p>NIGP 95352 Insurance and Insurance Services (Not Otherwise Classified), NIGP 96247 Hoisting and Lifting Services (Inactive, effective January 1, 2016), NIGP 95313 Aviation Insurance, NIGP 95358 Liability Insurance, Professional, NIGP 95377 Property and Casualty Insurance</p>		

Living Wages: YES NO

Highway: YES NO

Heavy Construction: YES NO

Responsible Wages: YES NO

Building: YES NO



SBD Director

2-4-20

Date