mesa·az

AWARD RECOMMENDATION

Contract Number: 2015155 **Contract Title:** Insurance Broker & Risk Management Consulting Services

☐ Bid ☒ Proposal ☐ Qualifications ☐ Sale

Award is recommended to:

Vendor	Amount	Comments
Willis of Arizona, Inc.	$39,900	Bid Amount
	0	Sales Tax
	$39,900	Total Amount

Total Award: $39,900 ☒ Annually ☐ 1-Time Contract

☐ **Bid** is the lowest, responsive and responsible bid.
If any bids were deemed non-responsive, please explain on the next page

☒ **Proposal** is the highest scored proposal. ☐ Proposal is also the lowest cost
If you are recommending to a vendor other than the highest scored, please attach an explanation or include an explanation in the "Additional Comments" section. Proposals are not always awarded to the lowest cost. This is just for information

☐ **Qualifications** is the highest scored.
If you are recommending to a vendor other than the highest scored, please explain on the next page.

☐ **Sale** is the highest bid
If any bids were deemed non-responsive, please explain on the next page.

Please identify funding source(s): ☐ **Grant Funded**

(Supplemental Information on next page)

Approvals:

Lisa Lorts	5-19-2015		
1) Submitted by	Date	2) Purchasing Liaison	Date
Debbie Spinner	5/20/2015	Debbie Spinner	5/20/2015
3) Department Manager	Date	4) Department Head	Date
Kristal Mercer	5-20-15		5-21-15
5) Procurement Officer	Date	6) Purchasing Administrator	Date

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Briefly describe the goods or services being purchased and how they will be used by the City:
(this information will be used to create a Council or Administrative Award Report).
Willis of Arizona acting as the City's Insurance Broker and Risk Management Consultant will assist the City in achieving effective financial risk protection in conjunction with proper safety measures to reduce risk. Broker will provide Professional Insurance Broker / Risk Management Consulting Services determined to best serve the interests of the City. Broker will represent the City of Mesa in various insurance markets including, but not limited to: Excess Liability, Property, Cyber, Fiduciary, and Aviation insurance coverage.

Desired Start Date for Term Contract: July 1, 2015

For Equipment or Vehicles, this is an:
☐ Addition
☐ Replacement – Please indicate what unit(s) will be replaced, why the unite(s) are being replaced and what will be done with the old unit(s) (include as an attachment if easier).

If only 1 bid was received, do you know why more bidders didn't participate?
n/a

Please explain any responses that were deemed "non-responsive".
n/a

Are there alternatives to this purchase for the Council to consider?

What are the consequences if the Council postpones or denies this request?

Additional Comments: