



## Legislation Details (With Text)

**File #:** 17-0495 **Version:** 1 **Name:** 5/1/17 Five-Year Professional Services Agreement with Hylant Group for Insurance Brokerage Services and Risk Management Consulting (\$392,500.00)

**Type:** Resolution **Status:** Passed

**File created:** 5/1/2017 **In control:** City Council

**On agenda:** 5/1/2017 **Final action:** 5/1/2017

**Enactment date:** 5/1/2017 **Enactment #:** R-17-130

**Title:** Resolution to Approve a Five-Year Professional Services Agreement with Hylant Group for Insurance Brokerage Services and Risk Management Consulting (\$78,500 annually/\$392,500.00 total)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Hylant Fee Proposal RFP #993.pdf, 2. Hylant Response RFP #993.pdf, 3. Hylant PSA 2017\_execution copy

Date	Ver.	Action By	Action	Result
5/1/2017	1	City Council	Approved	Pass

Resolution to Approve a Five-Year Professional Services Agreement with Hylant Group for Insurance Brokerage Services and Risk Management Consulting (\$78,500.00 annually/\$392,500.00 total)  
The resolution before you is to approve a professional services agreement with Hylant Group for insurance brokerage services and risk management consulting.

Budget/Fiscal Impact: Funding for this project is budgeted and available in the Risk Fund.

Request for Proposals (RFP) #993 was issued in November 2016. Four responses were received from the following companies:

- Alliant
- Aon
- Arthur J. Gallagher Risk Management
- Hylant Group

The review committee determined that Hylant Group was most qualified to address the City's insurance brokerage and risk management consulting needs. The proposed agreement includes the fee structure for services (below), which totals \$392,500.00 over the five-year agreement.

Initial 5-year term:  
\$78,500.00 annually

If 3-year extension is elected:  
\$78,500.00 annually

This cost proposal represents a 15% reduction from the fees paid for similar services in fiscal years

2016 and 2017.

Hylant Group is an Ohio corporation with offices in Ann Arbor and throughout the Midwest. In 2005, Hylant Group acquired the former Dobson McOmber agency, which had been operating in Ann Arbor for over a century.

The Board of Insurance Administration has reviewed the committee's recommendation, and further recommends City Council's passage of this resolution.

Prepared by: Matthew V. Horning, Treasurer

Reviewed by: Tom Crawford, Financial Services Administrator and CFO

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City must secure adequate insurance brokerage service and risk management consulting;

Whereas, The City currently has a contract which expires June 30, 2017 to provide said services through Hylant Group;

Whereas, The City issued RFQ #993 and determined Hylant Group to be the most qualified respondent; and

Whereas, Hylant Group complies with the requirements of the City's Non-Discrimination and Living Wage Ordinances;

RESOLVED, That City Council approve a 5-yr Professional Services Agreement with Hylant Group for Insurance Brokerage Services and Risk Management Consulting at a cost of \$392,500.00 over the 5-yr period;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this Resolution, including the execution of the option to extend the contract an additional three years.