

# Executive Summary



**To:** James Scholl, City Manager

**From:** Todd Stoughton, Risk Manager

**Date:** 8/7/2017

**RE:** Third Party Administrator Services

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## **Action:**

Respectfully request the City Commission to approve its option to renew the Agreement for Third Party Administrator (TPA) Services for the Administration of the City's property, casualty and workers' compensation claims program with Employers Mutual, Inc. (EMI)/Ascension for the policy period of 10/1/2017 – 10/1/2018.

## **Background:**

On September 15, 2009, the City Commission adopted Resolution No. 09-246 authorizing the acceptance of Employers Mutual, Inc. (EMI, now Ascensions) proposal to serve as the City's insurance (property casualty and workers' compensation) program Third Party Administrator (TPA) for policy year 2009/2010 with four (4) additional years. The intent of the RFP was to provide the City the opportunity to annually re-evaluate the services provided by EMI/Ascension and to exercise its option for renewal in subsequent policy periods based on performance. Policy year 2013/2014 represented the final one (1) year period that could be exercised by the City pursuant to Resolution 09-246 and RFP 09-011. Subsequently, the City Commission adopted Resolution No. 14-085 approving an additional one (1) year extension for policy year 2014/2015.

In Resolution 15-184, the City Commission authorized extending the Agreement for Administrative Services with EMI for policy period 10/1/2015 to 9/30/2016, with an option to renew for three (3) additional one year periods based on the same premise of exercising said option to renew based on performance. In the 'First Amendment To Agreement For Administrative Services' signed on 6/18/15, the contract granted the City the option to renew the Agreement on an annual basis for up to ten (10) years.

The fiscal 2017-2018 year proposed insurance budget, when approved, will contain amounts sufficient to cover the number of claims projected to be administered in the fiscal year 2017/2018 operating period in account numbers 502-1952-519-3100 and 502-1953-519-3100.

**Recommendation:**

Request the City Commission to approve its option to renew the Agreement with EMI/Ascension for third party liability claim administrator services for the policy period of 10/1/2017 – 10/1/2018.