



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604

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CONSENT
August 5, 2010

**Honorable Mayor and
Members of the City Council**

Title: Insurance Brokerage Services

Location/Council District: Citywide

Recommendation: Adopt a **Resolution** authorizing the City Manager to execute an agreement with Alliant Insurance Services, Inc., for a term of twelve (12) months for the period of January 1, 2010 to December 31, 2010 for an amount not to exceed \$140,000.

Contact: Patrick Flaherty

Presenters: None

Department: Human Resources

Division: Risk Management

Organization No: 08001311

Description/Analysis

Issue: The City of Sacramento utilizes insurance brokerage services to place a variety of commercial insurance policies to protect the City in situations of loss to insurable City assets. The insurance broker also provides programs through which the public can purchase special events insurance for the use of City facilities. This is a convenient and economical method for the public to obtain the necessary insurance to utilize City facilities. A Request for Qualifications (RFQ) was issued in 2005 and Alliant Insurance Services (Alliant) was selected as the most qualified insurance broker. The contract with Alliant is for three (3) years with two (2) optional one year renewal periods. Staff inadvertently did not renew the agreement prior to contract expiration and staff therefore requests this contract be made retroactive. This contract is for the second and final renewal period January through December 2010 for an amount not to exceed \$140,000. The services are currently being provided. Alliant has provided high quality service during the term of the contract through the placement of insurance and has also provided useful consultation on risk management issues.

Policy Considerations: The City utilizes a professional insurance broker to place

insurance and provide risk management related services. The contract is for the final renewal period with Alliant. An RFQ will be issued in August of 2010 to all interested insurance brokers and an insurance broker will be selected for the period beginning January 1, 2011.

Environmental Considerations:

California Environmental Quality Act (CEQA): Under the California Environmental Quality Act (CEQA) guidelines, continuing administrative activities do not constitute a project and are therefore exempt from review.

Sustainability Considerations: There are no sustainability considerations applicable to this action.

Other: None

Commission/Committee Action: None

Rationale for Recommendation: Renewing the final optional year of the contract with Alliant is in the best interest of the City to maintain our risk management program. Alliant has provided high quality insurance brokerage services throughout the term of the contract.

Financial Considerations: The annual cost of this agreement is not to exceed \$140,000 and this amount is included in the risk management budget

Emerging Small Business Development (ESBD): Not applicable.

Respectfully Submitted by: 
Patrick Flaherty
Risk Manager

Approved by: 
Geri Hamby,
Director of Human Resources

Recommendation Approved:


Gus Vina
Interim City Manager

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RESOLUTION NO.

Adopted by the Sacramento City Council

AGREEMENT FOR INSURANCE BROKERAGE SERVICES

BACKGROUND

- A. The City utilizes insurance brokerage services to place a variety of commercial insurance policies to protect the City in situations of loss to insurable City assets. The insurance broker also provides programs through which the public can purchase special events insurance for the use of City facilities. This is a convenient and economical method for the public to obtain the necessary insurance to utilize City facilities
- B. A Request for Qualifications was issued in 2005 for insurance brokerage services. Alliant Insurance Services was selected as the City's insurance broker in this process. This agreement is for the second and final renewal period of the agreement.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The City Manager is authorized to execute an agreement with Alliant Insurance Services for the period of January 1, 2010 to December 31, 2010 for an amount not to exceed \$140,000.