



Interoffice Memorandum

April 17, 2019

TO: Mayor Jerry L. Demings  
and the Board of County Commissioners

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: John Petrelli, Manager, Risk Management Division  
407-836-9636

SUBJECT: Consultant Selection, Request for Proposals Y19-192-TJ,  
Professional Services for Owner Controlled Insurance Program  
(OCIP)

RECOMMENDATION:

Selection of one firm and one ranked alternate to provide Professional Services for Owner Controlled Insurance Program (OCIP), Request for Proposals Y19-192-TJ, from the following firms listed alphabetically.

- Arthur J. Gallagher Risk Management Services, Inc.
- Willis of Florida, Inc.
- World Risk Management, LLC

Request authority for the Procurement Division to negotiate and execute a 5-year contract. Further request authorization for the Procurement Division to renew the contract for one additional 1-year term.

This item was evaluated by the Procurement Committee on April 10, 2019. Commissioner Mayra Uribe was assigned to the Procurement Committee.

PURPOSE:

This contract will provide professional services for the development and administration of an owner-controlled insurance program (OCIP) for the Orange County Convention Center Phase V Multipurpose and Grand Concourse Improvements Project.

DISCUSSION:

Three proposals were received in response to Request for Proposals Y19-192-TJ.

An OCIP is an insurance policy held by a property owner during the construction or renovation of a property, which is typically designed to cover virtually all liability and loss arising from the construction project.

The services solicited are necessary to provide the technical expertise and infrastructure necessary to place and administer an OCIP and to provide a variety of risk management-related services to support the OCIP program for the Orange County Convention Center Phase V Multipurpose and Grand Concourse improvements project. The contract provides risk management related services, including, but not limited to, risk analysis, underwriting, marketing/solicitation, consultation, and policy maintenance services for the duration of the contract.

The objectives of the OCIP are to:

- Reduce overall project insurance cost and expenses;
- Broaden available coverage terms and expand limits;
- Gain increased oversight over insurance, safety, communication, and community relations; and
- Maintain a healthy and safe environment for employees of the County, the contractor, and all sub-contractors.

The consensus scores from the Procurement Committee are attached hereto.

**Y19-192-TJ Professional Services for Owner-Controlled Insurance Program (OCIP)**


	QUALIFICATION OF STAFF		QUALIFICATION OF FIRM		TECHNICAL APPROACH		LOCATION		FEE PROPOSAL		M/WBE PARTICIPATION		DISPL. WORKER	SDV SUBS	SDV PRIME	TOTAL
WEIGHT:	15		20		25		5		25		10		5	10	5	
POINT STRUCTURE: 1= Poor      4= Above Avg. 2= Below Avg. 5= Excellent 3= Average	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	BONUS POINTS	BONUS POINTS	BONUS POINTS	
FIRM NAME:																
Arthur J. Gallagher Risk Management Services, Inc.	4.00	60.00	5.00	100.00	5.00	####	5.00	25.00		125.00	4.00	40.00	-	-	-	475.00
World Risk Management, LLC	3.00	45.00	2.30	46.00	3.00	75.00	5.00	25.00		100.00	4.00	40.00	-	2.00	-	333.00
Willis of Florida, Inc.	2.00	30.00	2.30	46.00	3.00	75.00	5.00	25.00		100.00	4.00	40.00	-	-	-	316.00



**Interoffice Memorandum**

April 2, 2019

To: Todd Jackson, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJ: **RFP #Y19-192-TJ, Professional Services for Owner-Controlled Insurance Program (OCIP)**

Below are the respondents to the subject RFP with their firm's certified sub-consultants and M/WBE participation score on a 1 – 5 rating:

<b>1.</b>	<b>World Risk Management, LLC</b>		<b>4 Points</b>
AFAF	P. A. Wallace & Associates, Inc.	24%	
	<b>Total M/WBE Participation:</b>	<b>24%</b>	
	EEO Staff	39%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>1</b>	
	Displaced Workers:	<b>0</b>	

<b>2.</b>	<b>Willis Towers Watson</b>		<b>4 Points</b>
AFAF	P. A. Wallace & Associates, Inc.	24%	
	<b>Total M/WBE Participation:</b>	<b>24%</b>	
	EEO Staff	60%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>0</b>	
	Displaced Workers:	<b>0</b>	

*Aheena Ferguson*

<b>3.</b>	<b>Arthur J. Gallagher Risk Management Services, Inc.</b>		<b>4 Points</b>
AFAF	P. A. Wallace & Associates, Inc.	28%	
	<b>Total M/WBE Participation:</b>	<b>28%</b>	
	EEO Staff	78%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>0</b>	
	Displaced Workers:	<b>0</b>	