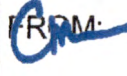




## Interoffice Memorandum

August 17, 2022

TO: Mayor Jerry L. Demings  
-AND-  
County Commissioners

FROM:  Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II,  
Procurement Division

CONTACT: John Petrelli, Director, Risk Management Division  
(407) 836-9636

SUBJECT: Selection of Consultant, Request for Proposals Y22-193-MM, Third  
Party Administration and Managed Care Services

### RECOMMENDATION:

Selection of Cannon Cochran Management Services, Inc. to provide Third Party Administration and Managed Care Services, Request for Proposals Y22-193-MM.

Request authorization for the Procurement Division to negotiate and execute a contract in the estimated amount of \$11,520,069.06 for a five-year term. Further request authorization for the Procurement Division to renew the contract for five additional one-year terms.

Proposals were evaluated by the Procurement Committee on June 29, 2022. Commissioner Emily Bonilla was assigned to the Procurement Committee.

### PURPOSE:

The consultant will continue the administration of all claims, closed and open, and provide related technical assistance to the County; act as the service provider representative on any claim issues or problems; act as the liaison among the insurer, adjusters, field staff, medical management providers, medical network, the Risk Management Information System, and the County.

### APPROVALS:

The Risk Management Division concurs with this recommendation.

### DISCUSSION:

The County originally implemented its property and casualty self-insurance program on March 15, 1977. Current participants include the Board of County Commissioners,

Clerk of Courts, Comptroller, Property Appraiser, Supervisor of Elections and Tax Collector. The consultant will administer claims involving workers compensation, general liability, automobile liability, environmental liability, property and crime bond/employee dishonesty. The Risk Management Division administers these programs with oversight from the Risk Management Committee.

One proposal was received in response to this Request for Proposals (RFP). To ensure an open and competitive solicitation process, the RFP was posted through our e-procurement portal. A query from staff to potential proposers that declined to compete on this project resulted in the following:

- USIS, Inc. – Did not respond to the inquiry.
- Tristar Group – Did not respond to the inquiry.
- Sedgwick Claims Management Services – Did not respond to the inquiry.

Consensus scores of the Procurement Committee are attached.

Procurement Committee Meeting - July 27, 2022  
Y22-193-MM, Third Party Administration and Managed Care Services

CRITERIA	Firm's Experience, Size and Financial Stability	Claim Services	Medical Management Services	Information Services	Location	M/WBE Utilization	Dislocated Workers (B)	SDV (B)	Fee Proposal	Total Weighted Points
Weighted Value	10	20	20	15	10	10	5	15	15	120
(B) Indicates Bonus Points (Maximum Bonus Points Above)										
Cannon Cochran Management Services, Inc.	40.00	80.00	80.00	60.00	50.00	25.00	0.00	0.00	75.00	410.00



## INTEROFFICE MEMORANDUM

July 27, 2022

TO: Megan Miller, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y22-193-MM / Third Party Administration and Managed Care Services

APPROVED: 

Below are the respondents to the subject RFP with their firm's certified Minority/Women Business Enterprise (M/WBE) sub-consultants, Minority Business Enterprise Workforce and Women Business Enterprise goals:

1. Cannon Cochran Management Services, Inc.  
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
<del>Pro Med Services Group*</del>	WBE	0.007	Medical Records Review

\*Firm certified with the State of Florida and not Orange County certified at the time of the proposal opening

Total M/WBE Participation Proposed: 0%

**M/WBE Sub consultant participation Weighted Score: 0**

Total M/WBE Workforce: 20%

Total WBE Workforce: 61%

**Minority Workforce and Women Workforce Weighted Score: 25**

**Total M/WBE Participation Weighted Score: 25**

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
None		

Registered SDV(s) Proposed: 0

**SDV Bonus Points: 0**

\*Dislocated Worker(s) Proposed: 0

**Dislocated Worker(s) Bonus Points: 0**

**Total Bonus Points: 0**  
(Includes SDV & Dislocated workers)