



Interoffice Memorandum
June 6, 2017

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

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

SUBJECT: Selection of Consultant, Request for Proposals Y17-1044-LC, Risk
Management Computer Software System

RECOMMENDATION:

Selection of P&C Insurance Systems, Inc., to provide Risk Management Computer Software System under Request for Proposals Y17-1044-LC. Further request authority for the Procurement Division to negotiate and execute a 3-year contract within a budget amount of \$232,350. Also request authorization for the Procurement Division to renew the contract for two additional one-year terms.

This item was evaluated by the Procurement Committee on June 7, 2017. Commissioner Emily Bonilla was assigned to the Procurement Committee.

PURPOSE

To provide the Risk Management Division with the use of a robust information system for the management, analysis and reporting of liability and workers' compensation claims and associated financial data. This information is downloaded on a daily basis from the County's third party claims administrator, Cannon Cochran Management Services, Inc.

DISCUSSION:

Four proposals were received in response to RFP Y17-1044-LC. The Procurement Committee evaluated the proposals against the stated criteria as reflected in the attached consensus scores. The proposals of Ebix, Inc, JW Software, Inc and American Technical Services, Inc., scored too low for Board consideration.

The Procurement Committee's evaluation is attached.

RFP#: Y17-1044, Risk Management Computer Softeare System	Claim		Reporting		Systems		Service		M/WBE		LOCATION		FEE		Welfare Transition	SDV Subcontractor	SDV Prime	TOTAL
	Services		Capabilities		Support		Modules						PROPOSAL					
	20		20		5		10		10		10		25					
WEIGHT	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	RAW SCORE	RAW SCORE	
P&C Insurance Systems, Inc.	4.0	80.0	4.0	80.0	4	20.0	4	40.0	1	10	0	0		115.18	0	0	0	345.18



Interoffice Memorandum

May 23, 2017

To: Linda Carson, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJ: **RFP #Y17-1044-LC, Risk Management Computer Software System**

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:

1.	Ebix, Inc.		3 Points
	None	0%	
	Total MWBE Participation:	0%	
	EEO Staff	60%	
Bonus Points			
	Service-Disabled Veterans (SDV)	0	
	Welfare Recipients:	0	

2.	JW Software, Inc.		1 Points
	None	0%	
	Total MWBE Participation:	0%	
	EEO Staff	10%	
Bonus Points			
	Service-Disabled Veterans (SDV)	0	
	Welfare Recipients:	0	



cc: Contract File

3.	P&C Insurance Systems, Inc.		1 Points
	None	0%	
	Total MWBE Participation:	0%	
*	EEO Staff	0%	
Bonus Points			
	Service-Disabled Veterans (SDV)	0	
	Welfare Recipients:	0	

*The Employment Data, Schedule of Minorities and Women form was not included in the proposal.

4.	American Technical Services, Inc.		1 Points
	None	0%	
	Total MWBE Participation:	0%	
	EEO Staff	0%	
Bonus Points			
*	Service-Disabled Veterans (SDV)	0	
	Welfare Recipients:	0	

*The Schedule of Sub-contracting – SDV Participation form was not included in the proposal.