



Roll Call Number

Agenda Item Number

37

Date February 20, 2017

APPROVING PROPOSAL FOR INSURANCE AGENT BROKER SERVICES AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A CONTRACT WITH JESTER INSURANCE SERVICES, INC.

WHEREAS, on December 7, 2016, the City issued a Request for Proposals for Insurance Agent/Broker Services (RFP V17-038) sent to 8 potential proposers and received proposals from 2 proposers; and

WHEREAS, an Evaluation and Selection Committee has reviewed the proposals and has recommended that a contract for such services be awarded to Jester Insurance Services, Inc.; and

WHEREAS, in accordance with the Procurement Ordinance and the RFP, the unsuccessful proposers have been notified of the Evaluation and Selection Committee's recommendation and have until 3:00 on February 21 to file an appeal with the Procurement Administrator.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Moines that:

- 1. The proposal for insurance agent/broker services for the City submitted by Jester Insurance Services, Inc. is hereby accepted and approved.
2. If no appeal is timely filed, the City Manager is hereby authorized to negotiate a contract with Jester Insurance Services, Inc. in the amount of \$50,000 per year for an initial term of three years beginning on March 1, 2017 and in the amount of \$52,500 for up to three automatic one year renewal terms, unless either party exercises its right to terminate, subject to review and approval as to form by the Legal Department, and the City Manager is hereby authorized to execute such contract and a notice of termination, if deemed to be in the best interests of the City, and the City Clerk is hereby authorized to attest to the City Manager's signature.

(Council Communication 17-103) Moved By _____ to adopt.

APPROVED AS TO FORM:

Ann DiDonato, Assistant City Attorney

Table with 5 columns: COUNCIL ACTION, YEAS, NAYS, PASS, ABSENT. Rows include COWNIE, COLEMAN, GATTO, GRAY, HENSLEY, MOORE, WESTERGAARD, and TOTAL.

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

MOTION CARRIED APPROVED

Mayor

City Clerk