

10951. RESOLUTION 15-11 – AUTHORIZES AN AGREEMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND USI INSURANCE SERVICES, LLC TO PROVIDE EMPLOYEE BENEFITS BROKERAGE AND CONSULTING SERVICES TO THE AUTHORITY

WHEREAS, The Delaware River and Bay Authority (the “Authority”) is a bi-state Authority of the State of Delaware and the State of New Jersey that owns, operates and controls the Delaware Memorial Bridge, Cape May-Lewes Ferry, Delaware City-Salem Ferry and five (5) regional airports; and

WHEREAS, the Authority desires to enter into a Services Agreement (“Agreement”) to receive professional employee benefits brokerage and consulting services throughout a base term of three (3) years with the option to extend the Agreement for an additional period of one (1) year after the date of expiration of the base term, such renewal to be authorized by the originating committee with the consent of the Chairperson and Vice Chairperson of the Board of Commissioners; and

WHEREAS, the Authority publicly advertised a Request for Proposals (“RFP”) for the required services in compliance with Resolution 98-31, as amended, which governs the Authority’s procedure for the procurement of professional services; and

WHEREAS, the Authority received and evaluated five (5) proposals pursuant to the aforementioned requirements; and

WHEREAS, the Authority short-listed three (3) firms and conducted oral interviews with those firms; and

WHEREAS, USI Insurance Services, LLC (“USI”) was designated as the highest ranking firm following final evaluation; and

WHEREAS, the Authority conducted an analysis of the cost of the proposed services and negotiated with USI for the services to be provided at a compensation determined to be fair and reasonable; and

WHEREAS, the Budget & Finance Committee reviewed this recommendation and concurs with the evaluation; and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of an Agreement with USI to provide such services to the Authority and to have such Agreement, with the advice and consent of Counsel, executed by the Chairperson, Vice-Chairperson and Executive Director.

A motion to approve Resolution 15-11 was made by Commissioner Wilson and seconded by Commissioner Murphy. Resolution 15-11 was approved by a roll call vote of 9-1 with Commissioner Hogan voting No.

Resolution 15-11 Executive Summary Sheet

Resolution: Authorizes an agreement between the Authority and USI Insurance Services, LLC to provide professional employee benefits brokerage and consulting services to the Delaware River and Bay Authority

Committee: Budget & Finance Committee

Committee Date: April 21, 2015

Board Date: April 21, 2015

Purpose of Resolution:

To authorize an agreement with USI Insurance Services, LLC (“USI”) to provide professional employee benefits brokerage and consulting services to the Delaware River and Bay Authority.

Background for Resolution:

The proposed Resolution meets the requirements of Resolution 98-31, as amended, which governs the procedure for the procurement of professional services, materiel and supplies, construction and construction management contracts, and the transfer of funds.

The Authority received and evaluated proposals submitted by the following five (5) firms, and short-listed* three (3) of those firms:

Connor Strong & Buckelew*
Innovative Risk Solutions, Inc.
Kelly Benefit Strategies*
Mercer H&B, LLC
USI Insurance Services, LLC*

The Authority conducted oral interviews with the three short-listed firms and utilized final evaluation criteria to establish a ranked list of firms for award, with USI being identified as the highest-ranked firm following the final evaluation. The Authority opened and reviewed the cost proposal submitted by USI, analyzed the proposed costs to acquire the services and determined the proposed rates and negotiated terms and conditions to be fair and reasonable.