



BOARD OF DIRECTORS

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**Meeting Location:
County of Tulare
Board of Supervisors Chambers
2800 W. Burrel Ave.
Visalia, CA 93291
October 28, 2016 9:00 AM**

AGENDA DATE: October 28, 2016

ITEM NUMBER: Item 14

SUBJECT: Receive Report on the Status of the SJVIA Consultant RFP and Direction to Staff Regarding the Selection Committee (A)

REQUEST(S): That the Board receive the status of the SJVIA consultant RFP and provide direction on the selection committee

DESCRIPTION:

At the [July 14, 2016 SJVIA Board meeting](#), your Board received several recommendations responding to the SJVIA cash flow situation. One of the staff recommendations addressed the SJVIA consultant compensation. Currently, the SJVIA compensates the SJVIA consultant, Gallagher Benefit Services, on a “per employee per month” (PEPM) fee schedule. This creates, at minimum, the appearance of an incentive for new business joining the SJVIA. Staff recommended moving from a PEPM fee schedule to a flat fee arrangement with the SJVIA consultant. As this is a completely new model for the SJVIA, staff also recommended that the SJVIA conduct an RFP for these services on a flat fee schedule. Your board approved moving to a flat fee arrangement and conducting an RFP for consulting services.

Staff is in the process of finalizing the RFP for consulting services and anticipates releasing the RFP within the next week. A selection committee will be formed to review proposals, and staff is recommending a Board member from both Fresno and Tulare County, along with other SJVIA staff, participate in finalist interviews.

FISCAL IMPACT/FINANCING:

There is no cost associated with conducting the RFP. Potential cost to the SJVIA is dependent upon bidders’ cost proposals. The SJVIA currently pays

AGENDA: San Joaquin Valley Insurance Authority

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\$3.75 per employee per month for these services to Gallagher Benefit Services.

ADMINISTRATIVE SIGN-OFF:



Paul Nerland
SJVIA Manager



Rhonda Sjostrom
SJVIA Assistant Manager