

CONSENT ITEM

Claims Committee Meeting, September 6, 2017
Board of Governors Teleconference Meeting, September 27, 2017

CONTRACT ID:	Commercial Adjusting Services (RFP 15-0018)
BUDGETED ITEM	Yes.
CONTRACT AMOUNT	The Board of Governors approved a total initial Commercial Adjusting Services Contract spend of \$16,800,000.00 in September 2015. This Consent Item is not requesting additional funds.
CONTRACT TERM(S)	The current contract has a four (4) year base term, with three (3) optional, one-year renewal terms.
PURPOSE/SCOPE	This Consent Item seeks Board approval to amend the terms of the current contract to increase the Fee Schedules by approximately eighteen (18) percent. This rate increase in the Fee Schedule will allow this Commercial Adjusting Services contract to be in alignment with the current Residential and Litigated Adjusting Services contracts. As of July 2017, the current contract spend was \$2,337,603.22. This leaves a contract balance of \$14,462,396.78. This Consent Item is not requesting additional funds.
PROCUREMENT METHOD	On June 24, 2015, Citizens issued a Request for Proposals (RFP) 15-0018 for Commercial Adjusting Services. Vendor responses were due by August 7, 2015 and seven (7) proposals were timely submitted. Those proposals were reviewed and scored by an Evaluation Committee who recommended to award contracts to vendors on August 26, 2015. Currently, out of the seven (7) vendors who were initially awarded contracts under RFP 15-0018, there are four (4) remaining vendors contracted to perform services under RFP 15-0018.
RECOMMENDATION	Staff recommends the Citizens' Board: a) Approve the recommended increase to the Fee Schedule rates for Commercial Adjusting Services, RFP 15-0018; b) Approve this amendment not to exceed \$16,800,000; and c) Authorize staff to take any appropriate or necessary actions consistent with this Consent Item.
CONTACT	Jay Adams, Chief of Claims