

# ACTION ITEM

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Claims Committee Meeting, December 7, 2017  
Board of Governors Meeting, December 13, 2017

<b>CONTRACT ID:</b>	<b>Property Loss Estimating Software</b> <b>ITN 14-0006, Contract 15-14-0006-00</b> <b>Awarded Vendor: Xactware Solutions, Inc.</b>
<b>BUDGETED ITEM</b>	Yes. However, with the utilization of the ClaimXperience product, current estimates indicate the initial approved contract spend will be depleted by year 2023 of the contract term.
<b>CONTRACT AMOUNT</b>	On September 27, 2017, the Board of Governors approved the recommended increase of the total contact authority to \$15,175,000. This Action Item requests approval for an additional \$60,000 in contract spend.
<b>PURPOSE / SCOPE</b>	This Action Item seeks approval to increase the total contract spend from \$15,175,000 to \$15,235,000. This increase in authorized spend is necessary for Citizens to utilize the ClaimXperience collaboration product provided by Xactware. This is a product Citizens has not utilized to this point and therefore the spend associated with this service was not accounted for in the initial authorized spend approved by the Board of Governors.
<b>CONTRACT TERM(S)</b>	The contract has a base term of 5 years, with one 3 year renewal option and one 2 year renewal option, for a total of ten years.
<b>PROCUREMENT METHOD</b>	On April 1, 2014, Citizens issued Invitation to Negotiate (ITN) 14-0006, for Property Loss Estimating Software. Xactware Solutions, Inc. was the awarded vendor.
<b>RECOMMENDATION</b>	Staff recommends the Citizens' Board:  a) Approve the recommended increase of the total contract authority by \$60,000, from \$15,175,000 to a total of \$15,235,000 for Property Loss Estimating Software, ITN 14-0006;  b) Authorize staff to take any appropriate or necessary action consistent with this Action Item; and  c) Approve the contract not to exceed \$15,235,000.
<b>CONTACTS</b>	Jay Adams, Chief of Claims