

City of Cooper City
Evaluation Committee Ranking
Insurance Brokerage Services
RFP 2022-2-HR

Evaluation Criteria	Max Points	Brown & Brown				Gehring Group				RMC Group			
		LM	AK	HM	AVG	LM	AK	HM	AVG	LM	AK	HM	AVG
FIRM Qualifications and Experience and Key Professional Personnel A. Qualifications and experience of the proposing company and City assigned staff. B. Number of years this company has been in business. C. References. D. Experience conducting similar work. E. Ability to comply with the full scope of the specifications.	40	40	40	40	40	35	35	39	36.33	30	30	36	32.00
FIRM Technical Approach A. Understanding of the scope of work B. Technical soundness of proposal C. Quality and thoroughness of the submitted proposal	30	30	25	28	28	25	30	30	28.33	10	20	27	19.00
FIRM Cost Proposal A. Cost Effectiveness	30	10.3	10.3	10.3	10	7	7	7	7.00	30	30	30	30.00
Total Points	100	80.3	75.3	78.3	78	67	72	76	72	70	80	93	81

Evaluation Committee Members:
 Lourdes Mantecon – HR Director
 Aaron Kendrick - Finance Director / CFO
 Horace McHugh - ARPA Manager

FORMULA EXAMPLE

Vendor	Total Proposed Cost	Example Maximum Allowable Points	Formula for Calculating Points (<i>lowest cost / cost of proposal being evaluated X maximum allowable points = awarded points</i>) Round to the nearest tenth		Total Points Awarded - Round to the nearest tenth
RMC Group	\$33,500.00	30	$\$100 / \$100 \times 30 = 20$	30	30
Brown & Brown	\$97,500.00	30	$\$100 / \$150 \times 30 = 13$	10.30769231	10.3
The Gehring Group	\$144,500.00	30	$\$100 / \$200 \times 30 = 10$	7.0	7.0



BID TABULATION

Proposal No.: 2022-2-HR
Bid Title: Insurance Brokerage Services
Bid Opening Date: 12/09/2021 @ 3:00PM EST
Distribution Stats: 19 Planholders, 154 Proposers Notified, 3 Proposals Received

Vendor's Name	Brown & Brown	Gehring Group	CJA and Associates d/b/a RMC Group
FEIN	59-0691921	65-0361295	73-3673043
Reference Form	Received	Received	Received
Public Entity Crimes (PEC) form	Received	Received	Received
ADA Affidavit	Received	Received	Received
Business Entity Affidavit	Received	Received	Received
Bidder's Foreign (Non-Florida) Corporate Statement (If applicable)	Not Received	Not Received	Received
W-9, Request for Taxpayer Identification Number	Received	Received	Received
Proof of Workers Compensation Insurance or Exemption	Received	Received	Not Received
Proof of Liability Insurance	Received	Received	Not Received
Ownership Disclosure Affidavit	Received	Received	Received
Drug-Free Workplace Certificate	Received	Received	Received
Employee Background Verification Affidavit	Received	Received	Received
Scrutinized Company Affidavit	Received	Received	Received
Non-Conflict of Interest Statement	Received	Received	Received
E-Verify Form	Received	Received	Received