

## **Staff Report**

**Subject:** Renewal of Brokerage/Consulting Agreement with USI Insurance Agency

**Author:** Sarah Mausolf, Director

**Department:** Human Resources and Risk Management

**Meeting Date:** February 4, 2025

**Item Description:** Renewal of Brokerage/Consulting Agreement with USI Insurance Agency

### **Summary Recommendation**

Staff recommends approval of renewing the Brokerage/Consulting Agreement with USI Insurance Agency for a one-year period at the end of the current agreement on 12/31/2024.

### **Executive Summary**

In March 2017, the County sent an RFP for an agency to become the County's Agent of Record. The duties included providing information allowing the County to make informed employee benefits choices. USI Insurance Agency quoted a cost of \$45,000. USI has stated that the annual fee of \$45,000 will remain the same. A change requested by USI would allow USI to receive a commission on any worksite products should we change providers. The commission would not impact the cost of the benefits to the County. The County Attorney reviewed and approved the agreement as true to form.

### **Background**

- USI Insurance Agency was selected based on services that would be provided and past experience with USI.
- The level of service that USI has provided to the County is outstanding. All requests are acted on immediately, and USI truly serves as an advocate for the County in all benefits, making sure we get the most for our money. USI successfully led the conversion from fully self-insured to partially self-insured.
- Currently, USI receives no commission for the worksite products we offer our employees.

### **Alternatives**

1. Approval is required to renew the Brokerage/Consulting Agreement with USI Insurance Agency for one-year, effective January 1, 2025, and ending December 31, 2025. Our cost would remain the same, \$45,000 per year.

### **Other Alternatives:**

Issue RFP for Broker/Consulting Agency

**Department Review:** Finance, County Manager, County Attorney and Human Resources

**Funding Source:** Funding will be continued in the next fiscal year at the current cost of \$45,000.

**Attachments:** Brokerage/Consulting Agreement with USI Insurance Agency