



CITY COUNCIL MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: March 11, 2024

ITEM TITLE: Property & Liability Insurance Broker

BACKGROUND:

Council initially reviewed the RFP for this item at the Dec. 4th, 2023, Work Session after requesting Staff start a process to review the broker for our Property & Liability Insurance. The RFP was published in January and returned to Staff at the beginning of February. Responses to the RFP were discussed during the March 4th City Council Work Session meeting.

DISCUSSION:

The two respondents were the John Evers Agency and PDCM Insurance. Both RFP respondents have submitted a "summary sheet", and those are attached for review.

Of note, service with the new broker will start no sooner than April 1st, as the City is currently going through our renewal with our existing broker and ICAP will not allow us to change brokers until that process is complete.

RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of Support and Empower Workforce. This item helps achieve that vision by providing Staff with a responsive broker who can address the City's needs.

FINANCIAL CONSIDERATION:

There is no financial cost to this item as the City does not pay the broker, but rather the underlying carrier which is ICAP.

RECOMMENDATION:

Staff recommends the Council make a motion to designate one of the two respondents as the broker for the City moving forward.