



MEMO TO CITY COUNCIL

Request to Include Topic on the City Council Agenda

From: Keith Watts, Procurement Manager **Meeting Date:** 12/15/2020
Presenter: Consent - N/A **Estimated Time:** N/A
Topic: PSA – Benefits Brokerage

Recommended Council Action:

Approve PO

Background:

Approve the Agreement and Purchase Order for Benefits Brokerage services to Gallagher Benefit Services, Inc. for the Not-to-Exceed amount of \$65,000 per year and authorize the Procurement Manager to sign.