



MEETING DATE: June 9, 2026
PRESENTED BY: Noemi Munguia, Human Resources Director
AGENDA ITEM: Discussion and possible action on matters related to the presentation and selection of a firm for Insurance Consulting Services (RFQ No. 26-446-06-01) and authorization for the Co-Interim City Manager to negotiate and execute a contract and any related documents incident thereto.- Munguia

NATURE OF REQUEST:

Staff received two (2) Statements of Qualifications (SOQs) in response to RFQ No. 26-446-06-01 for Insurance Consulting Services. An Evaluation Committee reviewed and scored the submissions in accordance with the evaluation criteria established in the solicitation. Based on the evaluation results, Ortegon Insurance Agency was identified as the highest-ranked respondent, receiving the highest overall evaluation score.

In accordance with the solicitation process, the highest-ranked firm has been invited to present its qualifications, experience, and proposed approach before the City Council for consideration.

The selected firm will provide professional insurance consulting services.

Following the presentation, City Council will consider the selection of the most qualified firm and authorize the Co-Interim City Manager to negotiate and execute a contract, and any related documents incident thereto, for Insurance Consulting Services.

BUGETED: Yes **FUND:** 19 – Group Health **ACCT. #:** 19-410-34499

BUDGET: \$45,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$45,000

BID AMOUNT: \$45,000

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____