



**MEETING DATE:** April 22, 2024  
**PRESENTED BY:** Noemi Munguia, Human Resources Director  
**AGENDA ITEM:** Authorization to award for Agent of Record for Voluntary Products, Group Life, EAP, Section 125 Administration and 457 Plan - Munguia

**NATURE OF REQUEST:**

On March 11, 2024, City Council authorized staff to solicit Request for Proposals for Agent of Record for Voluntary Products (dental, vision, COBRA Administration, long-term disability, short-term disability, voluntary life insurance, Flexible Spending Account (FSA), supplemental insurances (cancer, accident, hospital indemnity and critical illness) medical transport, legal services), Group Life, Employee Assistance Program, Section 125 Administration and 457 Plan. The City of Mission received twelve (12) proposals. Eleven of the twelve proposals were deemed to be acceptable. After evaluating all acceptable proposals, the Committee has determined the top three vendors are: Ortegon Insurance Agency, The Infinitus Group and Lone Star Insurance Services.

Committee recommendation is to award to Lone Star Insurance Services due to their level of service, ease of transition, use of Employee Navigator and Selerix and willingness to negotiate commission rates

**BUGETED:** \_\_\_\_\_ **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

**BUDGET:** \$ \_\_\_\_\_ **EST. COST:** \$ \_\_\_\_\_ **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

**BID AMOUNT:** \$ \_\_\_\_\_

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Purchasing, Finance

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:**                      **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_