



HUMAN RESOURCES

To: Mayor and Town Council

From: James Edwards, Director of Human Resources

Through: Mario Canizares, Town Manager
Bob Scott, Executive Director of Administrative Services

Re: Benefits and Risk Management Consultant

Town Council Meeting – February 28, 2023

Agenda Item:

Consider and act upon awarding RFP No. 2023-09-A for Benefits and Risk Management Consultant services for the Town of Prosper, effective February 28, 2023, and authorizing the Town Manager to execute all documents for the same. (JE)

Description of Agenda Item:

The Town of Prosper Human Resources department contracts with a benefits consultant to assist with the town's self-insurance fund, ensuring we provide competitive benefits to our employees while containing costs. The Town's current agreement with McGriff, Seibels and Williams is at the end of its contractual obligation, HR released RFP No. 2023-09-A for consulting services. Under the current agreement Risk Management consulting services were not included. Due to the Town's growth a risk consultant will provide expertise to ensure the Town's coverages are adequate and priced competitively providing potential savings for the Town. Attached is the RFP Analysis. Holmes Murphy and Associates provided the best scope of services to provide benefits and risk consulting for the Town of Prosper at an annual cost of \$50,000.

Budget Impact:

HR benefits and risk consulting services are budgeted out of account #730-5410-10-00, for an annual cost of \$50,000.

Legal Obligations and Review:

Terrance Welch of Brown & Hofmeister, L.L.P., has approved the Holmes Murphy and Associates service agreement paperwork as to their form and legality.

Attached Documents:

1. Homes Murphy Service Agreement
2. RFP No. 2023-09-A Analysis

Town Staff Recommendation:

Town staff recommends awarding RFP No. 2023-09-A to Holmes Murphy and Associates and authorizing the Town Manager to execute all documents for the same.

Proposed Motion:

I move to award RFP No. 2023-09-A for benefits and risk consulting services to Holmes Murphy and Associates and authorize the Town Manager to execute all documents for the same.