



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 – March 14, 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 March 14, 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. RFP No. 2023-09-A for consulting services was issued as the Town's current agreement with McGriff, Seibels and Williams expires March 31st, 2023. This RFP includes Risk Management services for the first time. Historically, the Town was so small that Texas Municipal League – Intergovernmental Risk Pool (TML-IRP) with a small deductible was the best option. As the Town has grown, it can afford to self-insure more of its risk and needs a consultant to provide analysis and recommendations.

Attached is the RFP scoring matrix. Holmes Murphy was competitively priced with three other vendors. Although not the lowest bid, Holmes Murphy offers the best scope of services and expertise to 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.