



AGENDA
CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING
MONDAY, NOVEMBER 7, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE OCTOBER 3, 2016 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2016-0198: A Resolution making an award on RQ37936 to Hylant Group, Inc. in the amount not-to-exceed \$1,445,000.00 for insurance brokerage and risk management services for the period 1/1/2017 - 12/31/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
- 6. MISCELLANEOUS BUSINESS**
- 7. OTHER PUBLIC COMMENT**
- 8. ADJOURNMENT**

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

***Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*

**** Finance & Budgeting Committee Mission Statement: To provide the County Council with objective fiscal and public policy analysis, recommendations and oversight of the County's financial resources and operations and to improve efficiencies and ensure accountability through effective allocation of resources for the benefit of all constituents of Cuyahoga County.*



MINUTES

CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING

MONDAY, OCTOBER 3, 2016

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

1:00 PM

1. CALL TO ORDER

Chairman Greenspan called the meeting to order at 1:02 p.m.

2. ROLL CALL

Mr. Greenspan asked Assistant Deputy Clerk Culek to call the roll. Committee members Greenspan, Miller, Jones, Hairston, Gallagher and Brown were in attendance and a quorum was determined. Committee member Schron entered the meeting shortly after the roll call was taken. Councilmember Simon was also in attendance.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments were given.

4. APPROVAL OF MINUTES FROM THE SEPTEMBER 19, 2016 MEETING

A motion was made by Mr. Greenspan, seconded by Mr. Hairston and approved by unanimous vote to approve the minutes of the September 19, 2016 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) None

No matters were referred to Committee.

6. DISCUSSION

- a) County's hospitalization and regionalization self-insurance funds

Mr. Dennis Kennedy, Fiscal Officer; Ms. Maggie Keenan, Director of the Office of Budget and Management; Mr. Douglas Dykes, Chief Talent Officer; Ms. Holly Woods, Director of Benefits & Compensation for the Department of Human Resources; and Mr. Trevor McAleer, Legislative Budget Advisor, addressed the Committee regarding the County's hospitalization and regionalization self-insurance funds including budgeted and projected revenue and expenditures, the projected deficit on the county's self-insurance fund and employee and regional health care rates and expenses. Discussion ensued.

Committee members and Councilmembers asked questions of Mr. Kennedy, Ms. Keenan, Mr. Dykes, Ms. Woods and Mr. McAleer pertaining to the item, which they answered accordingly.

7. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

8. OTHER PUBLIC COMMENT

No public comments were given.

9. ADJOURNMENT

With no further business to discuss, Chairman Greenspan adjourned the meeting at 2:50 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0198

Sponsored by: County Executive Budish/Department of Law/Division of Risk Management	A Resolution making an award on RQ37936 to Hylant Group, Inc. in the amount not-to-exceed \$1,445,000.00 for insurance brokerage and risk management services for the period 1/1/2017 - 12/31/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Law/Division of Risk Management has recommended an award on RQ37936 to Hylant Group, Inc. in the amount not-to-exceed \$1,445,000.00 for insurance brokerage and risk management services for the period 1/1/2017 - 12/31/2017; and,

WHEREAS, the County desires to engage a risk management and insurance brokerage firm to provide expert risk management and brokerage services; and,

WHEREAS, the Hylant Group, Inc. will be utilizing the Pinkney-Perry Insurance Agency, Inc. as its SBE partner; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ37936 to Hylant Group, Inc. in the amount not-to-exceed \$1,445,000.00 for insurance brokerage and risk management services for the period 1/1/2017 - 12/31/2017.

SECTION 2. That the County Executive is authorized to execute the contract in connection with said award and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health,

Department

Department of Law- Risk Management Division

Describe the goods or services to be procured.

Insurance Brokerage and Risk Management Consultant Services

Problem Statement

The County is seeking insurance brokerage and all risk management services to cover the County's real properties and assets, as well as to provide strategic risk consulting services designed to reduce the County's exposure to liability and loss associated with, but not limited to, the above referenced operations.

The County currently carries miscellaneous liability insurance coverages in addition to real property insurance. The vendor will procure coverages held by the County, including the following coverages: property and casualty, crime & dishonesty, directors & officers, errors & omissions, specialty general liability, aviation, cyber, and miscellaneous in-land marine policies.

Analysis**Project Description**

Hylant shall perform insurance brokerage and professional risk management consulting services within the following three (3) primary categories:

- a) Handle the liability, property and/or casualty portfolio of Cuyahoga County;
- b) Perform a full range of risk management consultant services for Cuyahoga County; and
- c) Provide alternative or innovative means for improving the County's insurance and risk management programs.

Recommendations**Financials**

Funds Have Been Budgeted For 2017 Thru The MI511410 Code In The Amount of \$1,445,000.

Total Cost

\$1,445,000

Was the specific project funding included in OBM-approved budget for the current year?

Y

Contract Start Date

01/01/2017

Contract End Date

12/31/2017

Project Location(s)

Multiple County Locations

Project Council District(s)**Procurement Type**

RFQ

Vendor Name(s)

Hylant Group, LLC

Willis Towers Watson

Taylor Oswald

Funding Source

General Fund: \$560,122

HHS Levy: \$884,878

To DEPT: 9/13/16

FROM DEPT:

Office of Procurement and Diversity Tabulation Sheet

REQUISITION NUMBER: LA-16-37936 CONTRACT PERIOD: to CCBB: Low Non-CCBB Bid\$: N/A *PRICE PREFERENCE LOWEST BID REC'D \$ N/A

RFB/RFP/RFQ DUE DATE: September 9, 2016 NUMBER OF RESPONSES: 12/3 Add 2%, Total Is: RANGE OF LOWEST BID REC'D \$

TYPE: (RFB/RFP/RFQ): RFQ (Formal) ESTIMATE: \$1,500,000.00 Minus \$, = PRICE PREF % & \$ LIMIT:

REQUESTING DEPARTMENT: Department of Law - Division of Risk Management SBE GOAL: 10% Does CCBB Apply: Yes No N/A MAX SBE PRICE PREF \$

COMMODITY DESCRIPTION: Insurance Brokerage & R/M Consultant Services DOES PRICE PREFERENCE APPLY? Yes No N/A

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:	Dept. Tech. Review	Award: (Y/N)
1.	Hylant - Cleveland 6000 Freedom Square Drive, Suite 400 Independence, OH 44131			Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No JE 9/12/16 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-3211 MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> N/A CCBB:	<input type="checkbox"/> Yes <input type="checkbox"/> No N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No N/A	SBE Subcontractor Name: <i>AT&T Pinkney Perry Insurance Agency 15%</i> SBE Prime: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Total SBE % <i>15%</i> SBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials: <i>OK 9/12/16 NW 9/12/16</i> SBE Subcontractor Name: SBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No	<i>9/100</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID: 480039

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Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> N/A COOP: <input checked="" type="checkbox"/> N/A			Total SBE % SBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials:		
2. Taylor Oswald LLC 1100 Superior Avenue East, Suite 1330 Cleveland, OH 44114			Compliant: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <i>JE 9/12/16</i> IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Number: 12-3407 MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> N/A CCBB: <input checked="" type="checkbox"/> N/A COOP: <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>N/A</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>N/A</i>	SBE Subcontractor Name: <i>W Allegro Real Estate + Advisors</i> SBE Prime: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Total SBE % <i>10%</i> SBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials: <i>WJM 9/12/16 DMJ 9/12/16</i> SBE Subcontractor Name: SBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No Total SBE % SBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials:	<i>79/100</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Willis Towers Watson 1001 Lakeside Ave, Suite 1600 Cleveland, OH 44114			Compliant: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <i>JE 9/12/16</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>N/A</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>N/A</i>	SBE Subcontractor Name: <i>WF Studios Graphique 10</i> SBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No Total SBE % SBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID: 480039

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:	Dept. Tech. Review	Award: (Y/N)
			<input type="checkbox"/> N/A IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No IG Number: MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A POF: <input checked="" type="checkbox"/> N/A CCBB: <input checked="" type="checkbox"/> N/A COOP: <input checked="" type="checkbox"/> N/A			SBE Prime: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Total SBE % <u>10%</u> SBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials: <u>sum 9/12/16 dms 9/12/16</u> SBE Subcontractor Name: SBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No Total SBE % SBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials:	8.2/100	N

[Handwritten Signature]
10-11-16

