

Kenai Peninsula Borough  
Human Resources Department

MEMORANDUM

**TO:** Charlie Pierce, Mayor  
**THRU:** Valentina Sustaita, Purchasing & Contracting Director *V. Sustaita*  
**FROM:** Stormy Brown, Director *SB*  
**DATE:** May 17, 2018  
**RE:** Authorization to Award a Contract for RFP18-006 Health Benefits Consultant

The Purchasing and Contracting Office formally solicited and received proposals for the Health Benefits Consultant. Proposal packets were released and the Request for Proposal was advertised in the Peninsula Clarion on March 20, 2018.

The project consists of providing health benefits consulting.

On the due date of April 10, 2018, three (3) proposals were received and ranked by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Marsh & McLennan	Anchorage	612
Parker, Smith & Feek	Anchorage	597
Combs Insurance Agency	Palmer	516

The highest ranking proposal, which includes a cost factor, was submitted by Marsh & McLennan Agency LLC with a lump sum cost proposal of \$74,000.00. The proposal review committee recommends award of a contract to Marsh & McLennan Agency LLC. Your approval for this award is hereby requested.

Funding for this project is in account number 241.00000.00000.22210 (KPBSD) and 701.11240.43011 (KPB).

*CP*  
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Charlie Pierce, Mayor

*5/21/2018*  
\_\_\_\_\_  
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>241.00000.00000.22210 - \$59,200.00</u> <u>701.11240.00000.43011 - \$14,800.00</u>	
Subject to assembly approval of P123 budget	
By: <i>PP</i>	Date: <i>5/17/18</i>
<i>BLA</i>	