

RESOLUTION NO. 2024-23

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BY AND BETWEEN ALLEN ASSOCIATES, VINELAND, NJ AND THE CITY OF VINELAND FOR INSURANCE BROKER OF RECORD FOR HEALTH SERVICES.

WHEREAS, the City of Vineland has heretofore advertised for Proposals for Insurance Broker of Record for Health Services (COV RFP #2023-58); and

WHEREAS, the Request was published on the City's official website and in the City's official newspaper; and

WHEREAS, two (2) proposals were received and reviewed by the Business Administrator; and

WHEREAS, it has been recommended that the City enter into an agreement with Allen Associates, Vineland, NJ for Insurance Broker of Record for Health Services for the City of Vineland, based upon the proposal received, pursuant to a fair and open process; and

WHEREAS, compensation shall be paid at a flat fee of \$350,000.00 for the period of January 1, 2024 through December 31, 2025 with the option to renew for one additional two (2) year term for Medical (State Health Benefit), Prescription (RxAlliance) 2.5%, Vision (NVA) 10% and Dental (Delta) 10% of the first \$5,000.00 in Premium, 4% for the next \$95,000.00 and 2% thereafter with any compensation for Prescription, Vision and Dental to be paid by the carrier and not the City; and

WHEREAS, the availability of funds for said Contract to be awarded herein will be certified by the Chief Financial Officer; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Vineland that:

1. The Mayor and City Clerk are hereby authorized and directed to execute an Agreement in a form to be approved by the City Solicitor authorizing Allen Associates, Vineland, NJ to provide Insurance Broker of Record for Health Services.
2. Compensation shall be paid at a flat fee of \$350,000.00 for the period of January 1, 2024 through December 31, 2025 with the option to renew for one additional two (2) year term for Medical (State Health Benefit), Prescription (RxAlliance) 2.5%, Vision (NVA) 10% and Dental (Delta) 10% of the first \$5,000.00 in Premium, 4% for the next \$95,000.00 and 2% thereafter with any compensation for Prescription, Vision and Dental to be paid by the carrier and not the City.

Adopted:

President of Council

ATTEST:

City Clerk

CITY OF VINELAND

January 16, 2024

CERTIFICATION OF AVAILABILITY OF FUNDS

I, Susan Susan Baldosaro, Chief Financial Officer of the City of Vineland, do hereby certify, to the best of our knowledge and belief that there will exists adequate funds for the City to enter into an agreement with Allen Associates, Vineland, NJ for Insurance Broker of Record for Health Services for the City of Vineland, based upon the proposal received, pursuant to a fair and open process. Compensation shall be paid at a flat fee of \$350,000.00 for the period of January 1, 2024 through December 31, 2025 with the option to renew for one additional two (2) year term for Medical (State Health Benefit), Prescription (RxAlliance) 2.5%, Vision (NVA) 10% and Dental (Delta) 10% of the first \$5,000.00 in Premium, 4% for the next \$95,000.00 and 2% thereafter with any compensation for Prescription, Vision and Dental to be paid by the carrier and not the City.

Such funds for the contract to be awarded herein are valid only to the amount available in the 2024 Calendar Year Temporary Budget of the City of Vineland. The full amount is contingent upon the necessary funds being appropriated by the governing body for calendar year 2024 and 2025.

Susan Baldosaro
Chief Financial Officer

Account No(s):

Check one and initial

Encumber

Supplement

**REQUEST FOR RESOLUTION
FOR COOPERATIVE CONTRACT AWARDS
UNDER 40A:11-12, N.J.A.C. 5:34-7.29 & LFN 2012-10
(REQUIRED FOR PURCHASES OVER \$17,500.00)**

1/12/20

(DATE)

1. Goods or Services (detailed description): Insurance Broker of Record

2. Amount to be Awarded: see proposal

- Encumber Total Award
 Encumber by Supplemental Release

3. Budgeted: By Ordinance No. _____
Or Grant: Title & Year _____

4. **Account Number to be Charged: _____

5. Contract Period (if applicable): 2024

6. Date to be Awarded: 1/23/24

7. Recommended Vendor and Address: Allen Associates

8. Justification for Vendor Recommendation:(attach add'l information for Council review)
Experience in industry, local, longstanding relationship with Vendor,

Type of Contract: State National Regional County

Vendor's Cooperative Contract # _____

9. Evaluation Performed by: Bob Dickenson

10. Approved by: Bob Dickenson 1/12/24

Date

11. Attachments:

- Awarding Proposal
 Other: _____

- **Send Original to: Purchasing Department**
- **Send copies to: Business Administration**

****If more than one account #, provide break down**

FEE SCHEDULE

Medical (State Health Benefits) Flat Fee: \$350,000

Prescription (RxAlliance) 2.5%

Vision (NVA) 10%

Dental (Delta) 10% of the 1st \$5,000 in Premium, 4% for the next \$95,000 And 2% thereafter

Evaluation of Qualifications:

ALLEN ASSOC		HOPEFUL HEALTH PLAN		
1	9	Over 60 yrs	3	Est 2021
2	29	local/history w/ Vineland	0	located in NC
3	19	Located in Vineland	0	not local
4	9	over 30 yrs w/ City	0	may sub out
5	29	Easy fee structure	29	fee schedule provided
	<u>95</u>		32	

PURCHASING AGENT RECOMMENDATION AWARD
COV RFP # 2023-58

Proposals were received and opened Tuesday, January 9, 2024 at 1:00 PM for Insurance Broker of Record for Health Services from the following:

Allen Associates
Helpful Health Plan dba Hopeful Enterprises

Comments: Helpful Health Plan dba Hopeful Enterprises does not currently have a NJ Business Registration Certificate, we would need it prior to contract award.

Recommendation: The using department needs to review the proposals for compliance with the technical specifications of the proposal. If the bidder meets all the requirements of the specifications, then you can send up your request for award.

Jeanine N. Meneghetti, QPA
Purchasing Agent

