



### **Agenda Item Details**

Meeting	Jul 13, 2022 - City Commission Meeting
Category	9. CONSENT
Subject	9.13 Sunset Review City Commission Policy 216-Insurance Procurement -- James O. Cooke, IV, City Treasurer-Clerk
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Recommended Action	Option 1: Approve the recommended revisions to City Commission Policy 216

### **Public Content**

For more information, please contact: Gail Shuffler, Risk Management Administrator at (850)891-8372

### ***Statement of Issue***

City Commission Policy 216, Insurance Procurement, is scheduled to sunset in October 2022. The sunset review of this policy is presented for renewal as updated.

### ***Recommended Action***

Option 1: Approve the recommended revisions to Commission Policy 216.

### ***Fiscal Impact:***

None

## **Supplemental Material/Issue Analysis**

### ***History/Facts & Issues:***

The City Commission has several policies in place concerning Risk Management and insurance. These policies are:

- CP 200 Claims Settlement Policy
- CP 214 Risk Management/Self-Insurance Policy
- CP 216 Insurance Procurement Policy

Commission Policy 216 establishes the method used to procure Commercial Property and Casualty Coverages for the City. The previous review of this policy was in 2017. This present review recommends no changes to the procurement process but does list certain additional coverages that have been purchased in the interim. A definition of casualty insurance has been added and definitions have been updated. Procedures have also been given minor updates (e.g., RFP process details eliminated by simply referring to the City's procurement process)

In 2014, the City Auditor reviewed the procedures and method then in use. It was recommended that the city change from the RFP for specific coverages to an RFP for Broker of Record method to procure coverages. The broker would represent the City in the insurance marketplace to solicit offers of coverage (insurance policies) from insurers, present them to the City staff for evaluation

and purchase. The broker would earn an annual fee from the City and, in exchange, would not be paid a commission by the chosen insurer. That change has been implemented for both Commercial Property and Casualty Coverages since 2014.

***Options***

1. Approve the recommended revisions to Commission Policy 216.
2. Do not approve the policy and provide direction.

***Attachments/References***

216\_proposed\_legislative(2)\_print\_071322.pdf (100 KB)