Information for Town Council Meeting on November 12, 2019

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: Danielle Olson, Director of Human Resources

RE: Resolution Awarding a Contract in an Amount not to exceed $75,000 to Hartford Life and Accident Insurance Company, to Provide Group Life, Accidental Death and Dismemberment, and Supplemental Life Insurance, **Resolution No. 136-2019**

DATE: October 30, 2019

STAFF RECOMMENDATION

Staff recommends Town Council approval of Resolution No. 136-2019, awarding a contract in an amount not to exceed $75,000 to Hartford Life and Accident Insurance Company, to provide Group Life, Accidental Death and Dismemberment, and Supplemental Life Insurance and authorizing the town manager to take actions necessary to effectuate this contract.

SUMMARY EXPLANATION/BACKGROUND

The Gehring Group, the Town's health insurance broker, as a normal course of business, conducted a full marketing for all lines of group insurance coverage that includes health, prescription, dental, vision, life insurance and all other ancillary plans. The marketing identified a cost savings of $44,508 by awarding the Basic Life and AD&D coverage, and supplemental life coverage to Hartford. The cost for the supplemental life coverage will remain the same and that premium is paid in its entirety by the employee.

FISCAL IMPACT/FUNDING SOURCE

Sufficient funds have been budgeted in the FY20 Self Insurance Health fund and in the OPEB trust to provide for the expenses proposed herein.

DUE DILIGENCE

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues. The review included conducting market research.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

CC: Jane Le Clainche, Director of Finance
        Dean Mealy, Purchasing Manager