



Date: February 21, 2024

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee: Finance & Administration

Staff Contact: Kristine Day, Assistant General Manager

Subject: Award Contract for Insurance Broker Services

Executive Summary:

On an annual basis, the Agency reviews and purchases comprehensive insurance coverage. These insurance programs (Excess liability, Property, Boiler & Machinery, Excess Workers' Compensation, Master Crime) are marketed and secured through a commercial insurance broker. For over twenty (20) years the Agency has partnered with Alliant Insurance Services. The Agency has reviewed several insurance programs over the years, including ACWA and JPIA, however, broker services have not been formally competed in 20 years.

In November of 2023, the Agency issued a Request for Proposal (RFP) on PlanetBids to evaluate the insurance broker market. More than a dozen companies downloaded the RFP and in December, the Agency received two (2) proposals from Alliant Insurance Services and Willis Tower Watson. The evaluation team reviewed both proposals rating on categories of firm qualifications, past performance (references), key staff and team, approach and methodology, ease of doing business and cost, identifying Alliant Insurance Services as the top-rated proposal. Alliant Insurance Services specializes in public sector, water, and wastewater utilities, has a team of insurance and water professionals that support their clients and understand the risks of water, wastewater and recycled water operations.

They provide insurance broker services to water agencies including Metropolitan Water District of Southern California, Orange County Sanitation District, Coachella Valley Water District, and many other large programs

Staff's Recommendation:

Staff recommends that the Board:

1. Award a contract for the Agency's Insurance Broker Services to Alliant Insurance Services for a term of three (3) years with two (2) additional one-year options for a total not-to-exceed amount of \$275,000; and
2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

Budget Impact *Budgeted (Y/N): Y Amendment (Y/N): N Amount for Requested Approval*

Account/Project Name: 10200-115100-100000-517010
10200-115100-100000-517210

Regional Sewerage *Technical Committee (Y/N):*

Policy Committee (Y/N):

Prior Board Action:

There is no prior Board action.

Environmental Determination:

Not Applicable

Attachments:

Attachment 1 - [PowerPoint](#)