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City of Plantation  
City Council Chambers

**Subject:**

RFSP No. 045-25; Insurance Brokerage Services (Employee Benefits) - Term Agreement

**Summary:**

Requesting authorization and approval of the following:

- Approval of the Selection Committee's scores and rankings identifying Alliant Insurance Services, Inc as the highest scoring and most advantageous Firm to the City, as it pertains to RFSP No. 045-25; Insurance Brokerage Services- Term Contract (Employee Benefits).
- Authorization and approval to execute the successfully negotiated agreement with, and to process payments to, the highest-scoring firm, Alliant Insurance Services, Inc., in accordance with RFSP No. 045-25 for Insurance Brokerage Services – Term Contract (Employee Benefits), as further detailed in the attached agreement and this memorandum. The agreement shall have an initial term of three (3) years. Additionally, the City reserves the right to extend the agreement for up to two (2) additional two-year periods, subject to the Consultant's written agreement. Exhibit "C" of the agreement outlines the agreed-upon annual cost of \$75,000.00 per year.

**Procurement:**

The City publicly solicited sealed proposals from qualified Firms pursuant to Sec. 2-220(b) of the City's Code, for Insurance Brokerage Services (Employee Benefits) (RFSP No. 045-25). On October 21, 2025, the City received a total of three (3) sealed proposals. This Request for Sealed Proposal (RFSP) was advertised/posted on the Demand Star website for thirty-five (35) calendar days. This solicitation was broadcasted to 1,032 vendors/firms, and had twenty-nine (29) Planholders.

The Procurement Department performed a review of each Firm submittal to ascertain if they were responsive. All Firms were found to have submitted a responsive proposal. The responsive Firms were approved for the Selection Committee's review and ranking.

On the following dates and times, the Selection Committee held public meeting to discuss and/or score the Firms.

- December 18, 2025 @ 9:00am to 10:30am
- December 22, 2025 @9:00am to 10:30am
- January 12, 2026 @ 1:00pm - 2:30pm
- January 23, 2026 @ on around 4:30pm (Final Scoring Meeting)

On the following date(s) and time(s) the Selection Committee conducted oral presentation and interviews with the all three (3) Firms:

- January 23, 2026 @ 1:00pm to 4:30pm

Below you will find the results of the cumulative results of these meetings.

**Initial Scoring**

<b>SELECTION COMMITTEE</b>	Alliant Insurance Services, Inc.	RSC Insurance Brokerage, Inc.	Digital Insurance, LLC d/b/a OneDigital
<b>TOTAL SCORE</b>	<del>352.0</del> <b>354.0</b>	<del>338.5</del> <b>329.0</b>	<del>358.2</del> <b>349.6</b>

**Oral Presentation Scoring**

<b>SELECTION COMMITTEE</b>	Alliant Insurance Services, Inc.	RSC Insurance Brokerage, Inc.	Digital Insurance, LLC d/b/a OneDigital
<b>TOTAL SCORE</b>	<b>78</b>	<b>70</b>	<b>68</b>

<b>Total Cumulative Score</b>	<b>432</b>	<b>399</b>	<b>417.6</b>
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**Notes associated with the above process:**

- 12/18/2025 – Selection committee meeting was called to order and roll call completed. A committee member was not present. The committee agreed to reschedule the meeting to 12/22/2025 at 9:00 am. The committee agreed to adjourn the meeting. No action taken.
- 12/22/2025- Second Public Selection Committee Meeting held. The Committee openly scored and ranked each Firm, pending verification by the Procurement Department. The committee agreed to adjourn the meeting. No action taken. After the numbers were verified by the Procurement Department, there was a discrepancy in the scoring, which was changed accordingly. This caused the designation to change. Another committee meeting is scheduled on 1/12/2026 to discuss the discrepancy in scoring.
- 1/12/2026 - Public Selection Committee Meeting held. The Committee openly discussed the scoring and discrepancy. The committee agreed to have oral presentations and interviews with the 3 shortlisted firms on January 23, 2026 from 1-4:30pm.

- 1/23/2026 – Selection Committee Meeting for Oral Presentations and Interviews conducted. The Selection Committee held public discussions, scored, and ranked the three (3) shortlisted firms. Based on the cumulative total scores (first score + interview/presentation score), the selection committee elected to pursue negotiations with the highest-scored firm. In accordance with the solicitation process, City Code, City policies and/or procedure, the City will enter into negotiations with the highest scored firm.

Selection Meeting Members:

- Beverly Ambrosio, Human Resources Department
- Jason Nunemaker, Administration Department
- Paulina Gainey, Human Resources Department
- Carole Morris, Administration Department

On February 23, 2026 the City and Alliant Insurance Services, Inc participate in a negotiation meeting to discuss the following:

- Compensation
- Agreement Terms and Conditions
- Renewals/Extensions
- Insurance Requirements
- Scope of Services/Work
- Etc.

Based on the foregoing, and on behalf of the Selection Committee, Procurement, Administration and Human Resources Department, we request authorization and approval of the following:

- Approval of the Selection Committee's scores and rankings identifying Alliant Insurance Services, Inc as the highest scoring and most advantageous Firm to the City, as it pertains to RFSP No. 045-25; Insurance Brokerage Services- Term Contract (Employee Benefits).
- Authorization and approval to execute the successfully negotiated agreement with, and to process payments to, the highest-scoring firm, Alliant Insurance Services, Inc., in accordance with RFSP No. 045-25 for Insurance Brokerage Services – Term Contract (Employee Benefits), as further detailed in the attached agreement and this memorandum. The agreement shall have an initial term of three (3) years. Additionally, the City reserves the right to extend the agreement for up to two (2) additional two-year periods, subject to the Consultant's written agreement. Exhibit "C" of the agreement outlines the agreed-upon annual cost of \$75,000.00 per year.

Note: The City has been informed that OneDigital (incumbent), may exercise their right to file an appeal of the City's award recommendation/decision. If filed the City will address according to our current policies and procedures. For full transparency, we have attached the letter that they have submitted to the City.

**Background:**

**Strategic Priority: Planning for a Sustainable Future.**

The City of Plantation is seeking to enter into an agreement with Alliant Insurance Services, Inc. to provide comprehensive insurance brokerage and consulting services for employee benefits. These services include strategic planning, market analysis, carrier negotiations, compliance support, and ongoing management of the City's group health and voluntary benefit programs.

The consultant will assist the City in evaluating plan performance, identifying cost containment strategies, and ensuring compliance with federal and state regulations, including healthcare reform requirements. Additionally, the firm will support the City during annual renewals and open enrollment processes, provide actuarial and financial analysis, and serve as an advocate in all dealings with insurance carriers.

These services are essential to maintaining competitive, cost-effective benefits for employees while managing the City's financial exposure and long-term sustainability of its health plans. The selection of a qualified broker through a competitive process ensures the City receives expert guidance, industry benchmarking, and innovative solutions tailored to public sector needs. Approval of this agreement will allow the City to continue effectively managing its employee benefits program and support strategic workforce and financial objectives.

This item is now ready for City Council consideration.

**Funding:**

001-5300-510-2311 Administrative Costs (allocation account)

**Amount:**

Consultant's Annual Professional Fee: \$75,000.00.

Pursuant to the successful negotiations between City and Consultant, Parties have agreed that rates shall not be increased during the initial term. In addition, rates shall not be increased during any renewal term.

**Finance Director/Budget Manager Recommendation:**

Insurance Brokerage Services are budgeted annually during the normal budget process. These costs are budgeted across departments citywide under the medical benefits category.

**Prepared By:**

Charles Spencer

**ATTACHMENTS:**

Assembled Agreement\_signed by Firm.pdf  
Alliant Proposal Submittal.pdf  
Risk Strategies Proposal Submittal (RFSP).PDF  
OneDigital Proposal Submittal (RFSP) (1).PDF  
Advertised Solicitation with Addendum.pdf  
RFSP 045-25 Pre-Appeal Notice.pdf