

Notice of Intent to Award

Hillsborough County Aviation Authority

Employee Insurance Benefits Consulting Services

The technical evaluation committee has completed its review of the responses to the above referenced solicitation. A copy of the scoring matrix is provided below.

The Chief Executive Officer will present the ranking of qualified responses and a recommendation for award to the top ranked firm to the Hillsborough County Aviation Authority's Board at its meeting scheduled for the date and time below:

Date: September 8, 2022
Time: 9:00 a.m.
Location: Authority's Board Room
Tampa International Airport
Main Terminal, 3rd Floor, Blue Side

The Board may request a three minute verbal presentation from the top ranked firms at this meeting. PowerPoint® presentations are not permitted.

Contact the Procurement Agent for additional information:

Name: Rayesha Cotton
Phone: (813) 217-3052
Email: RCotton@TampaAirport.com



Tampa International Airport

Procurement

Matt Bauer, MBA, CPPO, CPPB, CPSM, NIGP-CPP, Vice President of Procurement

5008 North Westshore Blvd, Tampa, FL 33614

EVALUATION TABULATION

Employee Insurance Benefits Consulting Services

RESPONSE DEADLINE: June 1, 2022 at 5:00 pm

Report Generated: Tuesday, June 28, 2022

CONSENSUS SCORECARD SUMMARY

Vendor	<u>Respondent's Overall Experience and Background</u> Points Based 15 Points (15%)	<u>Overall Experience of the Principal Consultant and Support Staff</u> Points Based 25 Points (25%)	<u>Methodology and Approach</u> Points Based 25 Points (25%)	<u>Interviews</u> Points Based 15 Points (15%)	<u>Fees</u> Points Based 20 Points (20%)	Total Score (Max Score 100)
Gallagher Benefit Services, Inc.	15	25	22	15	11.68	88.7
RSC Insurance Brokerage, Inc. (Gehring Group)	12	22	20	12	20	86
Baldwin Krystyn Sherman Partners, LLC (BKS)	9	20	25	13	14.65	81.7

Note: Attached are the Technical Evaluation Criteria as stated in the RFP. The strengths and weaknesses established by the Technical Evaluation Committee are available upon request.

Respondent's Overall Experience and Background | Points Based | 15 Points (15%)

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Respondent's overall experience in providing employee insurance benefits consulting services; and
- b) Organizational Structure.

Additional Consideration:

- a) Feedback from client references.

Overall Experience of the Principal Consultant and Support Staff | Points Based | 25 Points (25%)

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Overall experience and qualifications of the Principal Consultant and Support Staff members in providing employee insurance benefits consulting services as detailed in Attachment A, Sample Contract, Article 3, Scope of Work; and
- b) Examples of previous work that demonstrate the successful provision of similar services.

Additional Consideration:

- a) Feedback from client references.

Methodology and Approach | Points Based | 25 Points (25%)

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Respondent's proposed strategies and approach to the provision of employee insurance benefits consulting services;
- b) Capacity to provide such services;
- c) The Principal Consultant's direct responsibilities and proposed service innovations in servicing the Authority account; and
- d) Unique approaches or methodologies Respondent has implemented with past or current clients.

Interviews | Points Based | 15 Points (15%)

Description:

The evaluation includes, at a minimum:

- a) Knowledge demonstrated by the Respondent's representatives who attend the interview; and
- b) Creativity of the conceptual ideas and vision for the Services.

Additional consideration will be given for:

- a) Presentation style which includes interactions among Respondent's representatives; and
- b) Communications with the technical evaluation committee.

NOTE: Clarification of information submitted in the Response that is provided in the Interview can have a effect on the scores and rankings for other evaluation criteria previously scored.

EVALUATION TABULATION

RFP No. TBD

Employee Insurance Benefits Consulting Services

Fees | Points Based | 20 Points (20%)

Description:

The fees proposed by the Respondent in the Cost Proposal form will be based on a mathematical calculation to obtain scoring for each Response relative to the other Responses received. The focus will be on the Respondent's Annual Fixed Fees, as evaluated relative to the other proposed rates.