



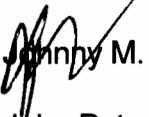
Interoffice Memorandum

APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS

NOV 11 2014 NP/BS

October 21, 2014

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Johnny M. Richardson, Manager, Procurement Division

CONTACT: John Petrelli, Manager, Risk Management Division
(407) 836-9640

SUBJECT: Approval of Amendment No. 5, Contract Y9-1077-GC, Insurance Broker and Consultant Services

RECOMMENDATION:

Approval Amendment No. 5, Contract Y9-1077-GC, Insurance Broker and Consultant Services with Arthur J. Gallagher & Co., to extend the contract for six-months in the amount of \$225,000. The revised total contract amount is \$550,000.

PROCUREMENT:

A six-month extension of Insurance Broker and Consultant Services for policies of all-lines of commercial insurance for the Board of County Commissioners, Clerk of the Circuit and County Courts, Property Appraiser, Tax Collector, Comptroller, Supervisor of Elections, and the Orange Blossom Trail Development Board (workers' compensation only) will extend the service period to coincide with the policy expirations thereby providing a better transition upon the expiration, of this contract and the commencement of the next contract.

FUNDING:

Funding is available in account 5510-025-0328-3350.

APPROVALS:

The Risk Management Division concurs with this recommendation.

REMARKS:

The Board approved Arthur J. Gallagher & Co. on November 3, 2010 to provide insurance broker and consultant services to the County for an initial 36-month contract in the amount of \$675,000 with two optional one-year extensions. Previous amendments are as follows:

- Amendment 1: Change in Consultant's contact and address.
- Amendment 2: 12 Month renewal under the same prices, terms and conditions.
- Amendment 3: 12 Month renewal under the same prices, terms and conditions.
- Amendment 4: Scope was increased to administer two additional policies at no additional cost. The total amount of the contract remained unchanged.