

**A RESOLUTION
BY FINANCE/ EXECUTIVE COMMITTEE**

07-R-2471

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH RESURGENS RISK MANAGEMENT/ WILLIS INSURANCE SERVICES OF GEORGIA, FOR FC-6004007869, INSURANCE AGENT BROKER, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED \$120,000 PLUS AN OCIP AIRPORT FEE OF .0025 X TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF \$200,000; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBERS 1A01 (GENERAL FUND) 529007 (INSURANCE EXPENSES) J81201 (RISK MANAGEMENT) (\$120,000); 2H21 (AIRPORT RENEWAL AND EXTENSION FUND) 529007 (INSURANCE EXPENSES) R21E69009999 (CAPITAL DESIGN & PROGRAM MANAGEMENT INSURANCE) (.0025 X TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF \$200,000).

WHEREAS, the City of Atlanta (“City”) entered into an Agreement with Resurgens Risk Management/ Willis Insurance Services of Georgia (“Resurgens”), for FC-6004007869, Insurance Agent Broker, on January 10, 2006, pursuant to Resolution 05-R-2014; and

WHEREAS, the Agreement is for a period of two (2) years, with two (2) one-year renewal options at the sole discretion of the City; and

WHEREAS, Resurgens has performed the contracted services satisfactorily; and

WHEREAS, the Chief Financial Officer of the Department of Finance and the Chief Procurement Officer have recommended the execution of Renewal Agreement No. 1 with Resurgens Risk Management/ Willis Insurance Services of Georgia, for FC-6004007869, Insurance Agent Broker, in an amount not to exceed \$120,000 plus an OCIP Airport fee of .0025 X total construction cost subject to an annual minimum of \$200,000.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor or her designee is hereby authorized to execute Renewal Agreement No. 1 with Resurgens Risk Management/ Willis Insurance Services of Georgia, for FC-6004007869, Insurance Agent Broker, in an amount not to exceed \$120,000, plus an OCIP Airport fee of .0025 X total construction cost subject to an annual minimum of \$200,000.

BE IT FURTHER RESOLVED, that all contracted work shall be charged to and paid from Fund Account and Center numbers 1A01 (General Fund) 529007 (Insurance Expenses) J81201 (Risk Management) (\$120,000); 2H21 (Airport Renewal and Extension Fund) 529007 (Insurance Expenses) R21E69009999 (Capital Design &

Program Management Insurance) (.0025 X total construction cost subject to an annual minimum of \$200,000).

BE IT FURTHER RESOLVED, that the Agreement will be for a period of one (1) year.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate contractual agreement for execution by the Mayor.

BE IT FURTHER RESOLVED, that the Agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney delivered to the contracting parties.

**Department of Procurement
Legislative White Paper**

Committee of Purview:
Finance/Executive

Caption: A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH RESURGENS RISK MANAGEMENT/ WILLIS INSURANCE SERVICES OF GEORGIA, FOR FC-6004007869, INSURANCE AGENT BROKER, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED \$120,000 PLUS AN OCIP AIRPORT FEE OF .0025 X TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF \$200,000; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBERS 1A01 (GENERAL FUND) 529007 (INSURANCE EXPENSES) J81201 (RISK MANAGEMENT) (\$120,000); 2H21 (AIRPORT RENEWAL AND EXTENSION FUND) 529007 (INSURANCE EXPENSES) R21E69009999 (CAPITAL DESIGN & PROGRAM MANAGEMENT INSURANCE) (.0025 X TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF \$200,000).

Council Meeting Date: December 3, 2007

Legislation Title: Resolution to issue Renewal Agreement No. 1 between Resurgens Risk Management/Willis and the City FC-6004007869.

Requesting Dept.: Finance

Contract Type: Insurance/Risk Management

Source Selection: N/A

Bids/Proposals Due: N/A

Invitations Issued: N/A

**Number of Bids/
Proposals Received:** N/A

Bidders/Proponents: N/A

Justification Statement: Based on the information submitted and the evaluation criteria established for this project, the most responsible and responsive proponent is Resurgens Risk Management/Willis.

Background: This Agreement will provide insurance placement services and risk management consulting services to the City of Atlanta.

Fund Account Center: 1A01 (General Fund) 529007 (Insurance Expenses) J81201 (Risk Management)
2H21 (Airport Renewal & Extension Fund) 529007(Insurance Expenses)
R21E69009999 (Capital Design & Program Management Insurance)

Source of Funds: N/A

Fiscal Impact: \$120,000.00 to Fund Account Center Number 1A01 529007 J81201, and .0025
X total construction cost, subject to an annual minimum of \$200,000.00 to Fund
Account Center Number 2H21 529007 R21E69009999.

Term of Contract: Two (2) years with two (2) one (1) year renewal options at the City's sole
discretion.

Approvals:

DOF: YES
DOL: YES

Prepared By: Elsa D. Castro

Contact Number: x6426

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: Finance/ Executive Committee

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Council Meeting Date: December 3, 2007

Requesting Dept.: Department of Finance

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to renew the existing Insurance Agent Broker contract.

2. Please provide background information regarding this legislation.

This agreement will provide the City with consulting services concerning policy changes or modifications in the terms, conditions, and coverages under the policies issued by the City.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:** n/a
- (c) **Bids/Proposals Due:** n/a
- (d) **Invitations Issued:** n/a
- (e) **Number of Bids:** n/a
- (f) **Proposals Received:** n/a
- (g) **Bidders/Proponents:** n/a

(h) Term of Contract: n/a

4. Fund Account Center (Ex. Name and number):

Fund: 1A01 (General Fund) **Account:** 529007 (Insurance Expenses) **Center:** J81201 (Risk Management)

Fund: 2H21 (Airport Renewal & Extension Fund) **Account:** 529007 (Insurance Expenses) **Center:** R21E69009999 (Capital Design & Program Management Insurance)

5. Source of Funds: N/A

Example:

6. Fiscal Impact:

This legislation will result in a reduction in the amount of _\$120,000.00_ to Fund Account Center Number 1A01 529007 J81201, and .0025 X total construction cost, subject to an annual minimum of \$200,000.00 to Fund Account Center Number 2H21 529007 R21E69009999

7. Method of Cost Recovery: N/A

This Legislative Request Form Was Prepared By: Tarik Bezuneh, Submitted by LaShawn Gardiner

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TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: LaShawn Gardiner

Contact Number: 404-330-6449


Originating Department: Department of Finance

Committee(s) of Purview: Finance/ Executive Committee

Chief of Staff Deadline: November 9, 2007

Anticipated Committee Meeting Date(s): November 27-28, 2007

Anticipated Full Council Date: December 3, 2007

Legislative Counsel's Signature: 

Commissioner Signature: 

Chief Procurement Officer Signature: _____

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH RESURGENS RISK MANAGEMENT/ WILLIS INSURANCE SERVICES OF GEORGIA, FOR FC-6004007869, INSURANCE AGENT BROKER, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED \$120,000 PLUS AN OCIP AIRPORT FEE OF .0025 X TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF \$200,000; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBERS 1A01 (GENERAL FUND) 529007 (INSURANCE EXPENSES) J81201 (RISK MANAGEMENT) (\$120,000); 2H21 (AIRPORT RENEWAL AND EXTENSION FUND) 529007 (INSURANCE EXPENSES) R21E69009999 (CAPITAL DESIGN & PROGRAM MANAGEMENT INSURANCE) (.0025 X TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF \$200,000).

FINANCIAL IMPACT (if any): \$120,000 PLUS AN OCIP AIRPORT FEE OF .0025 X TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF \$200,000

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____
(date) (date)

Received by Mayor's Office: 11/8/07  Reviewed by: 
(date) (date)

Submitted to Council: _____
(date)