

A RESOLUTION BY FINANCE EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO EXECUTE RENEWAL AGREEMENT NO. 2 WITH RESURGENS RISK MANAGEMENT/WILLIS INSURANCE SERVICES OF GEORGIA, A JOINT VENTURE, (“RESURGENS”) FOR FC-4791, INSURANCE AGENT BROKER SERVICES, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FOURTEEN THOUSAND DOLLARS (\$114,000.00) PLUS AN OCIP AIRPORT FEE OF .0025 OF TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, DEPARTMENT, ORGANIZATION ACCOUNT NUMBERS 1001 (GENERAL FUND) 100701 (DEPARTMENT OF FINANCE RISK MANAGEMENT) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 1555000 (RISK MANAGEMENT) AND PTAE0: 18102843 (CENTRAL ADMINISTRATION) 200 (TASK) 550291249 (DOA R N E 9999) 5212001 (CONSULTING PROFESSIONAL SERV) AND FDOA: 5502 (AIRPORT RENEWAL AND EXTENSION FUND) 180201 (DOA AVIATION CAPITAL PLANNING & DEVELOPMENT) 5212001 (CONSULTING/PROFESSIONAL SERV) 7563000 (AIRPORT) 102843 (CENTRAL ADMINISTRATION) 91249 (DOA R N E 9999); AND FOR OTHER PURPOSES.

Review List:

Charlene Parker	Completed	01/03/2014 1:37 PM
Jim Beard	Completed	01/07/2014 4:17 PM
Mayor's Office	Completed	01/07/2014 6:22 PM
Office of Research and Policy Analysis	Completed	01/08/2014 10:20 AM
Finance/Executive Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

LEGISLATION HISTORY – BLUE BACK

A RESOLUTION BY FINANCE EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO EXECUTE RENEWAL AGREEMENT NO. 2 WITH RESURGENS RISK MANAGEMENT/WILLIS INSURANCE SERVICES OF GEORGIA, A JOINT VENTURE, (“RESURGENS”) FOR FC-4791, INSURANCE AGENT BROKER SERVICES, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FOURTEEN THOUSAND DOLLARS (\$114,000.00) PLUS AN OCIP AIRPORT FEE OF .0025 OF TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, DEPARTMENT, ORGANIZATION ACCOUNT NUMBERS 1001 (GENERAL FUND) 100701 (DEPARTMENT OF FINANCE RISK MANAGEMENT) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 1555000 (RISK MANAGEMENT) AND PTAE0: 18102843 (CENTRAL ADMINISTRATION) 200 (TASK) 550291249 (DOA R N E 9999) 5212001 (CONSULTING PROFESSIONAL SERV) AND FDOA: 5502 (AIRPORT RENEWAL AND EXTENSION FUND) 180201 (DOA AVIATION CAPITAL PLANNING & DEVELOPMENT) 5212001 (CONSULTING/PROFESSIONAL SERV) 7563000 (AIRPORT) 102843 (CENTRAL ADMINISTRATION) 91249 (DOA R N E 9999); AND FOR OTHER PURPOSES.

WHEREAS, The City of Atlanta (“City”) entered into an agreement with Resurgens Risk Management/Willis Insurance Services of Georgia (“Resurgens”), for FC-4791, Insurance Agent Broker, on April 13, 2010 pursuant to Resolution 10-R-0411; Amended by 12-R-0917 on July 11, 2012; and Renewal Agreement One, 13-R-0602, on April 24, 2013;

WHEREAS, the original agreement was for a period of three (3) years, with two (2) one-year renewal options at the sole discretion of the City; and

WHEREAS, the City exercised Renewal Option One on April 24, 2013;

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-4791, Insurance Agent broker, in an amount not to exceed One Hundred and Fourteen Thousand Dollars (\$114,000.00), plus an OCIP Airport Fee of .0025 of total construction cost subject to an annual minimum of One Hundred and Fifty Thousand Dollars (\$150,000.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor or his designee is hereby authorized to execute Renewal Agreement No. 2 with Resurgens Risk Management/Willis Insurance Services of Georgia for FC-4791, Insurance Agent Broker, in an amount not to exceed One Hundred and Fourteen Thousand Dollars (\$114,000.00), and an OCIP Airport Fee of .0025 of total construction cost subject to an annual minimum of One Hundred and Fifty Thousand Dollars (\$150,000.00).

BE IT FURTHER RESOLVED, that all contracted work shall be paid from Fund, Department, Organization, Account Numbers 1001 (GENERAL FUND) 100701 (Department of Finance Risk Management) 5212001 (Consulting/Professional Services) 1555000 (Risk Management) AND PTAE0: 18102843 (Central Administration) 200 (Task) 550291249 (DOA R N E 9999) 5212001 (Consulting Professional Serv) AND FDOA: 5502 (Airport Renewal and Extension Fund) 180201 (DOA Aviation

Capital Planning & Development) 5212001 (Consulting /Professional Serv) 7563000 (Airport) 102843 (Central Administration) 91249 (DOA R N E 9999).

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

**A RESOLUTION
BY FINANCE EXECUTIVE COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE RENEWAL AGREEMENT NO. 2 WITH RESURGENS RISK MANAGEMENT/WILLIS INSURANCE SERVICES OF GEORGIA, A JOINT VENTURE, (“RESURGENS”) FOR FC-4791, INSURANCE AGENT BROKER SERVICES, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FOURTEEN THOUSAND DOLLARS (\$114,000.00) PLUS AN OCIP AIRPORT FEE OF .0025 X TOTAL CONSTRUCTION COST SUBJECT TO AN ANNUAL MINIMUM OF \$150,000.00; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, DEPARTMENT, ORGANIZATION ACCOUNT NUMBERS 1001 (GENERAL FUND) 100701 (DEPARTMENT OF FINANCE RISK MANAGEMENT) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 1555000 (RISK MANAGEMENT) AND PTAE0: 18111310 (OTHER DIRECT COSTS PROJECT) 200 (TASK) 550291249 (DOA R N E 9999) 5231001 (INSURANCE EXPENSES) AND FDOA: 5502 (AIRPORT RENEWAL & EXTENSION FUND) 180201 (DOA AVIATION CAPITAL PLANNING & DEVELOPMENT) 5231001 (INSURANCE EXPENSES) 7563000 (AIRPORT) 111310 (OTHER DIRECT COSTS PROJECT) 91249 (DOA R N E 9999).

WHEREAS, The City of Atlanta (“City”) entered into an Agreement with Resurgens Risk Management/Willis Insurance Services of Georgia (“Resurgens”), for FC-4791, Insurance Agent Broker, on April 13, 2010 pursuant to Resolution 10-R-0411; Amended by 12-R-0917 on July 11, 2012; and Renewal Agreement One, 13-R-0602, on April 24, 2013;

WHEREAS, the original agreement was for a period of three (3) years, with two (2) one-year renewal options at the sole discretion of the City; and

WHEREAS, the City exercised Renewal Option One on April 24, 2013;

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-4791, Insurance Agent broker, in an amount not to exceed \$114,000.00, plus an OCIP Airport Fee of .0025 x total construction cost subject to an annual minimum of \$150,000.

Agreement No. 2 with Resurgens Risk Management/Willis Insurance Services of Georgia for FC-4791, Insurance Agent Broker, in an amount not to exceed 114,000.00, and an OCIP Airport Fee of .0025 X total construction cost subject to an annual minimum of \$150,000.00.

BE IT FURTHER RESOLVED, that all contracted work shall be paid from Fund, Department, Organization, Account Numbers 1001 (GENERAL FUND) 100701 (Department of Finance Risk Management) 5212001 (Consulting/Professional Services) 1555000 (Risk Management) and PTAE0: 18111310 (Other Direct Costs Project) 200 (Task) 550291249 (DOA R N E 9999) 5231001 (Insurance Expenses) and FDOA: 5502 (Airport Renewal & Extension Fund) 180201 (DOA Aviation Capital Planning & Development) 5231001 (Insurance Expenses) 7563000 (Airport) 111310 (Other Direct Costs Project) 91249 (DOA R N E 9999).

BE IT FURTHER RESOLVED, that the renewal 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 any such agreement until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to the contracting parties.

LEGISLATIVE COUNSEL REQUEST FOR LEGISLATION

For Legislative Counsel Use Only

_____ Date Received _____ Complete _____ Incomplete (Date returned: _____)

_____ Date of Department Consultation _____ Date of Finance Department Consultation

Commissioner Notified: ___ Yes ___ No If No, Why? _____

Legislation Required _____ Yes _____ No Legislation Type _____ Resolution _____ Ordinance

Amends the Code _____ Yes _____ No Blueback Prepared _____ Yes _____ No

Commissioner Signature _____

Council Members Only:
 Authority to speak to Subject Matter Attorney ___ Yes ___ No
 Authority to speak to Department ___ Yes ___ No

Date Submitted: December 13, 2013

Department Submitting Request: Department of Finance

Person Submitting Request: Jerry L. De Loach Extension: 6495

Bureau/Division Manager: Jerry L. De Loach Extension: 6495

Requesting preliminary meeting with Legislative Counsel attorney? Yes No

Subject Matter of the Meeting Contract Renewal #2 with Resurgens Risk Management/Willis Insurance Services of Georgia

Cycle Number/Requested Full Council Date (not earlier than 4 weeks from date of submission): 2

If this must be submitted to Council in fewer than 4 weeks explain why. Please identify consequences if legislation is not submitted for requested cycle. Also, if applicable, please state why the Legislative Request Form was submitted after the Cycle deadline. All non-conforming requests must have Commissioner approval.

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

Part I: Legislative Request Form:

Instructions: Please answer all questions fully before submitting. Attach additional pages if necessary. All requests for legislation must have approval of a manager prior to submission. All incomplete requests will be returned. Send request via electronic mail to Legislative Counsel. No hard copies will be accepted. Please refer to attached deadlines for the relevant Chief of Staff submission guidelines.

1. **Legislation Name/Project Name:** Contract Renewal for FC 4971 Insurance Agent Broker

2. **What is the purpose of this legislation? (check one)**

- Accept a grant or donation
- Amend budget
- Amend Code of Ordinances
- Amend Contract
- Anticipate funds
- Appropriate funds
- Apply for a grant or donation
- Authorize/renew Contract
- Fines/penalties
- Human Resources related
- Make a purchase
- New project
- Procuring goods
- Procuring services
- Other, please explain

Please describe in detail the purpose of your legislation? The legislation will authorize the Mayor or his designee to execute a renewal #2 with Resurgens Risk Management/Willis Insurance Services of Georgia for one year.

If this legislation is to award/amend/renew a contract, please provide the following:
Expiration date of contract:
Contract Term (months/yr): 3 years, with two (2) one-year renewal options

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

3. Please describe why legislation is required rather than administrative action by the Department (please cite any relevant code sections or internal policies).

The contract was for a term of 3 years, with two (2) one-year renewal options. The contract meets the terms for submission to Council.

4. If there is an existing process, will this legislation impact that process? How?

Yes, if the legislation does not pass, the services required can not be preformed and will impede ability to continue the City's insurance program.

5. Please explain and estimate any financial impact on the City or your Department.

Will the City need to appropriate or transfer funds to accomplish this purpose?

No

Has this purpose already been set forth in the budget?

Yes

Will there be a fee or charge assessed by the City?

o If so, how much?

o How was the fee or charge determined?

What FAC #'s are needed for this legislation? Also, please provide the associated amounts. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, DEPARTMENT, ORGANIZATION ACCOUNT NUMBERS 1001 (GENERAL FUND) 100701 (DEPARTMENT OF FINANCE RISK MANAGEMENT) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 1555000 (RISK MANAGEMENT) AND PTAE0: 18111310 (OTHER DIRECT COSTS PROJECT) 200 (TASK) 550291249 (DOA R N E 9999) 5231001 (INSURANCE EXPENSES) AND FDOA: 5502 (AIRPORT RENEWAL & EXTENSION FUND) 180201 (DOA AVIATION CAPITAL PLANNING & DEVELOPMENT) 5231001 (INSURANCE EXPENSES) 7563000 (AIRPORT) 111310 (OTHER DIRECT COSTS PROJECT) 91249 (DOA R N E 9999).249 (DOA R N E 9999) in an amount not to exceed \$800,000.00.

Is a grant required for this legislation? Yes No

If so, is a matching grant required? Yes No

Will there be an increase or decrease in personnel? No

o Has HR been made aware of the need for personnel changes? Yes No

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

- Will positions be created or abolished?
 - Will additional resources be required to achieve this purpose? No
 - If yes, what are those resources?
 - Has the Department estimated the cost of those resources?
 - Will revenue be generated for the City? No
6. If there has been previous or similar legislation, please describe and cite the relevant legislation (e.g., 04-R-0001). Original Legislation is 10-R-0411 and Amendment No. 12-R-0917
7. Is this a computer/technology purchase? Yes No
If so, please forward ISR (Information System Hardware/Software Request) along with a copy of this Legislative Request Form via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Please forward any additional pertinent or supporting documents (e.g. contracts, exhibits, requisitions, copies of any old ordinances/resolutions pertaining to this issue, etc.) along with a copy of this Legislative Request Form and legislative white paper via email to legislative_counsel or via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

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:

Caption:

Council Meeting Date:

Requesting Dept.:

B. To be completed by the department :

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

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose of this legislation is to authorize Renewal #2, FC-4791

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The City of Atlanta has an active insurance program which provides coverage in several specific areas including but not limited to the properly coverage, excess workers' compensation, crime and theft, fine arts, helicopter fleet and ELMs as well as the Owner Controlled Insurance Program (OCIP) for construction projects at the airport. The JV provides the professional services and advice for the placement of policies.

3. **If Applicable/Known:**

(a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services

(b) **Source Selection:**

- (c) Bids/Proposals Due:
- (d) Invitations Issued:
- (e) Number of Bids:
- (f) Proposals Received:
- (g) Bidders/Proponents:
- (h) Term of Contract:

4. Fund Account Center: See Response to 5 above.

5. Source of Funds: *Example: Local Assistance Grant* N/A

6. Fiscal Impact: \$150,000.00

Example: This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.

7. Method of Cost Recovery:

Examples:

- a. *Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. *Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: Jerry L. De Loach

14-0

A RESOLUTION
BY FINANCE EXECUTIVE COMMITTEE

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Committee _____
Date _____
Chair _____
Referred To _____

First Reading

FINAL COUNCIL ACTION
 2nd 1st & 2nd 3rd
Readings
 Consent V Vote RC Vote

Committee _____

Date _____

Chair _____

Action
Fav, Adv, Hold (see rev. side)
Other _____

Members _____

Refer To _____

Committee _____

Date _____

Chair _____

Action
Fav, Adv, Hold (see rev. side)
Other _____

Members _____

Refer To _____

Committee _____

Date _____

Chair _____

Action
Fav, Adv, Hold (see rev. side)
Other _____

Members _____

Action
Fav, Adv, Hold (see rev. side)
Other _____

Members _____

Refer To _____

Refer To _____

MAYOR'S ACTION

- CONSENT REFER
- REGULAR REPORT REFER
- ADVERTISE & REFER
- 1ST ADOPT 2ND READ & REFER
- PERSONAL PAPER REFER

Date Referred: _____

Referred To: _____

Date Referred: _____

Referred To: _____