



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 09/17/2024

**SUBJECT: RFP NO. F2024082 - ANNUAL CONTRACT FOR VOLUNTARY
EMPLOYEE AUTO AND HOME INSURANCE - HUMAN
RESOURCES - METROPOLITAN LIFE INSURANCE COMPANY -
PER CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. F2024082, Annual Contract for Voluntary Employee Auto and Home Insurance, for Human Resources, to Metropolitan Life Insurance Company at the per contract terms and approve contract.

BACKGROUND

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One hundred ninety-six (196) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. No vendors attended the pre-proposal conference held on April 29, 2024. One (1) proposal and one (1) no-bid were received.

The proposal was evaluated by Human Resources and Purchasing representatives. Evaluation was based upon the criteria and processes set forth in the RFP.

The proposal received from Metropolitan Life Insurance Company meets all specifications and is acceptable to Human Resources.

The term of the contract is twelve (12) months, effective October 1, 2024, with two (2) options for renewal periods of twelve (12) months each.

The purpose of this contract is to provide Tarrant County employees with discounts for the purchase of auto and home insurance products.

Therefore, it is the joint recommendation of Human Resources and Purchasing that RFP No. F2024082, Annual Contract for Voluntary Employee Auto and Home Insurance, be awarded to Metropolitan Life Insurance Company at the per contract terms.

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| SUBMITTED BY: | Purchasing | PREPARED BY: APPROVED BY: | Teresa Ralls Chris Lax, CPSM, CPSD, CPCP |
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The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed this contract as to form.

FISCAL IMPACT

There is no fiscal impact associated with this item. The products offered are on a voluntary basis with no cost to the County.