



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 08/16/2022

SUBJECT: RFP NO. 2022-120 - ANNUAL CONTRACT FOR SELF-INSURED WORKERS' COMPENSATION PROGRAM CLAIMS ADMINISTRATION, COST CONTAINMENT, 504 PROGRAM ADMINISTRATION, AND/OR MEDICAL CASE MANAGEMENT - HUMAN RESOURCES - VARIOUS VENDORS - PER CONTRACT TERMS

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. 2022-120, Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management, for Human Resources, to the following vendors at the per contract terms, approve contract, and accept surety bond.

Primary	Sedgwick Claims Management Services, Inc.
Secondary	TRISTAR Claims Management Services, Inc.

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. Two hundred sixty-one (261) 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. A pre-proposal conference held on May 11, 2022 was attended by fourteen (14) vendors as well as representatives from Human Resources, the Auditor's Office, Risk Management, and Purchasing. Six (6) proposals and one (1) no-bid were received.

Proposals were evaluated by Human Resources, the Auditor's Office, Risk Management and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP. Vendors had the option of submitting a proposal for any or all sections; and to provide pricing per each section or to provide bundled pricing for all sections.

The evaluation team determined that it was in the County's best interest to evaluate the proposals which included all sections, reducing the pool to four (4) eligible vendors. The vendor pool was further reduced to the two (2) vendors who provided bundled pricing, lowering the overall program costs.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Elaine Johnson, CPPB Chris Lax, CPSM, CPCP
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The remaining two (2) vendors were invited to provide presentations on July 8 and 14, 2022. Initial scores remained unchanged. The proposal received from the vendors listed above meet all specifications and are acceptable to Human Resources, the Auditor's Office and Risk Management.

The term of the contract is thirty-six (36) months, effective September 1, 2022, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Human Resources, the Auditor's Office, Risk Management, and Purchasing that RFP No. 2022-120, Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management, be awarded to the vendors listed above at the per contract terms.

The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed the contract as to form.

FISCAL IMPACT

Annual expenses are estimated to be approximately \$450,000.00 available in 569011/61900-2022/1911000000 and included in FY23 budget request.