

**CITY OF TEMPE  
REQUEST FOR COUNCIL ACTION**

**Council Meeting Date: 12/08/2016  
Agenda Item: 5B13**

**ACTION:** Approve a one-year contract renewal with Liberty Mutual Insurance Company who provides employees with a voluntary, employee funded, group policy for auto, home and umbrella insurance coverage.

**FISCAL IMPACT:** There is no cost to the City; all premiums are paid by participating employees.

**RECOMMENDATION:** Approve the renewal of the contract.

**BACKGROUND INFORMATION:** (T15-070) City Council originally approved the award of a contract to Liberty Mutual Insurance Company on January 8, 2015 for an initial one-year period with four one-year renewal options. This renewal request is the second of four available renewal options.

Liberty Mutual Insurance Company provides employees with voluntary, employee funded policies for auto, home, and umbrella insurance coverage at group rates potentially deriving savings for employees and simplify payment through the use of payroll deduction.

There are approximately 65 employees participating in the current contract based on payroll deduction information.

**Contractor Performance**

The performance of Liberty Mutual Insurance Company was rated by the Internal Services Department as follows:

Criteria	Meets Contract Requirements	Does NOT meet Contract Requirements
Personnel are responsive, cooperative and available	x	
Overall quality of products or services delivered	x	
Timeliness of performance	x	
Quality of follow-up in resolving complaints or problems	x	
Firm's promptness in submitting accurate invoices	x	

**Recommendation**

Approve the renewal of the contract

**ATTACHMENTS:** None

**STAFF CONTACT(S):** Suzanne Olson, Human Resources Benefits Manager, (480) 350-2975

Department Director: Renie Broderick, Internal Services Director  
 Legal review by: David Park, Assistant City Attorney  
 Prepared by: Tony Allen, CPPB, Procurement Officer