

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL,
SIGNED ORDINANCE ADOPTED BY THE CITY COUNCIL.**

ORDINANCE

**APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH
THE JENKINS AGENCY, INC. TO PROVIDE CLAIMS AUDIT
SERVICES TO THE CITY FOR A TERM OF THREE YEARS
BEGINNING JANUARY 1, 2021, AND ENDING DECEMBER 31, 2023,
WITH UP TO TWO RENEWAL TERMS OF ONE YEAR EACH, AT
CITY'S OPTION, WITH TOTAL COMPENSATION NOT TO EXCEED
\$137,500.00.**

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WHEREAS, on September 15, 2020, the City of San Antonio released a Request for Proposal ("RFP") (RFP 20-085) to solicit responses from qualified firms interest in providing claims audit services including, but not limited to conducting an annual claims audit of the City's Third Party Administrator (TPA) workers' compensation and medical cost containment services and the City's internal general liability and auto liability claims handling program; and

WHEREAS, a total of two (2) firms responded to the RFP and were deemed eligible for review, and

WHEREAS, an evaluation committee comprised of various members of City Staff has evaluated the Proposals based on factors such as experience, background, qualifications, proposed plan, and price for each Respondent; and

WHEREAS, City Staff recommends that the City enter into a Professional Services Agreement For Claims Audit Services with The Jenkins Agency, Inc. to provide claims audit services to the City for an initial three (3) year term beginning January 1, 2021, and ending December 31, 2023, with up to two (2) renewal terms of one (1) year each, at the City's option, with total compensation not to exceed \$137,500; and

WHEREAS, upon consideration of this recommendation and after deliberations on the matter, the City Council desires to accept the Staff recommendation and authorize execution of this contract; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or designee, or the Director of Risk Management or designee, are each hereby authorized to enter into and execute a Professional Services Agreement for Claims Audit Services with The Jenkins Agency, Inc., to provide claims audit services to the City for an initial three (3) year term beginning January 1, 2021, and ending December 31,

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2023, with up to two (2) renewal terms of one (1) year each, at the City's option, with total compensation not to exceed \$137,300. A copy of said contract, in substantial form, is attached hereto and incorporated herein by reference, for all purposes as **Attachment I**.

SECTION 2. Funding in the amount of \$10,312.50.00 for this ordinance is available in Fund 75001000, Cost Center 7509020002 and General Ledger 5201040 as part of the Fiscal Year 2021 Adopted Budget approved by City Council.

SECTION 3. Funding in the amount of \$10,312.50.00 for this ordinance is available in Fund 75003000, Cost Center 7501010001 and General Ledger 5201040 as part of the Fiscal Year 2021 Adopted Budget approved by City Council.

SECTION 4. Additional funding in the amount up to \$116,875.00 for this ordinance is contingent upon City Council approval of the Fiscal Year 2022 Budget and subsequent budgets that fall within the contract terms of this ordinance.

SECTION 5. Payment in the amount up to \$137,500.00 is authorized to The Jenkins Agency, Inc and should be encumbered with a purchase order.

SECTION 6. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

SECTION 7. This Ordinance is effective upon passage by eight (8) affirmative votes; otherwise, this Ordinance is effective on the tenth (10th) day after passage hereof.

PASSED and APPROVED this the 17th day of December, 2020.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Tina J. Flores, City Clerk

Andrew Segovia, City Attorney