



# City of Olathe

## COUNCIL AGENDA ITEM

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**MEETING DATE:** 2/18/2020

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**DEPARTMENT:** Resource Management

**STAFF CONTACT:** Dianna Wright/Kim Marshall

**SUBJECT:** Renewal of contract to Charlesworth & Associates for risk management services for the Human Resources Division of the Resource Management Department.

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**ITEM DESCRIPTION:**

Renewal of contract to Charlesworth & Associates for risk management services for the Human Resources Division of the Resource Management Department.

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**SUMMARY:**

The firm of Charlesworth & Associates has brought a high level of professionalism and efficiency to the risk management function for the City since October 2008. Charlesworth & Associates has successfully partnered with City staff to control insurance premium costs, review and settle numerous tort claims, recover over \$100,000 per year in subrogation efforts, strives to protect the property and assets of the City, and provides strategies and best practices to mitigate risk. Over the past three (3) years, Charlesworth and Associates has recovered through subrogation an average of \$137,645 per year.

Since 2012, Charlesworth & Associates has performed all these services for \$60,000 per year. On February 18, 2017, following an RFP process for risk management services, Charlesworth and Associates was awarded the contract by City Council to continue risk management services at the same rate of \$60,000 per year. The not to exceed amount of the proposal was \$65,000 per year and was guaranteed for three (3) years, with an option to extend for two (2) additional one-year terms. Charlesworth & Associates has agreed to extend the contract for the two (2) additional years at the same rate of \$60,000 per year.

Staff recommends continuation of the contract with Charlesworth & Associates for two (2) additional years at \$60,000/annually.

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**FINANCIAL IMPACT:**

\$60,000 per year, funding from the Risk Management Fund.

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**ACTION NEEDED:**

Award of continuation of contract to Charlesworth & Associates.

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**ATTACHMENT(S):**

None

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