



Legislation Text

File #: 1837-2024, **Version:** 1

Background: Pursuant to RFQ026631 and as authorized by Ordinance No. 0864-2024, the City entered into an Insurance Brokerage and Risk Engineering Services Contract with USI Insurance Services, LLC for an initial one-year term with four (4) additional automatic one-year renewal terms with each renewal term subject to the appropriation of funds by City Council and the certification of funds availability by the City Auditor.

This ordinance authorizes the expenditure of funds for the initial term of the Insurance Brokerage and Engineering Services Contract with USI Insurance Services, LLC; the binding of coverage for all City insurance programs for the term August 1, 2024 through July 31, 2025; the expenditure of up to \$567,500.00 from the Department of Finance and Management 2024 budget; the expenditure of \$169,423.00 from the Department of Public Safety 2024 budget, the expenditure of up to \$564,970.00 from the Department of Public Utilities 2024 budget, the expenditure of \$55,204.00 from the Department of Public Service 2024 budget for payment of brokerage and policy premiums associated with the City's 2024-2025 insurance programs. This ordinance also authorizes the Director of Finance and Management to approve any necessary changes in the City's insurance program, such as additions of buildings, aircrafts, vehicles, modify coverage limits, and additions to type or lines of coverage during the 2024-2025 policy term.

The Contract Compliance Number for USI Insurance Services is CC-028916.

Fiscal Impact: The funding for this contract and the cost of all insurance premiums associated with insurance coverage necessary to protect City assets is budgeted and the funds are available within the Department of Finance and Management 2024 General Fund Budget (\$567,500.00); the Department of Public Safety 2024 General Fund Budget (\$169,423.00); the Department of Public Utilities Water Operating Fund (\$300,580.00), Sewer Operating Fund (\$257,700.00) and Power Operating Fund (\$6,690.00); and the Department of Public Service Mobility Operating Fund (\$55,204.00).

Emergency action is requested to allow for uninterrupted insurance brokerage services and the immediate binding of property, boiler and machinery, general and excess liability, and aviation insurance coverage for the insurance year 2024-2025 to protect the City's assets.

To authorize the Director of Finance and Management to expend funds for the initial term of the Insurance Brokerage and Engineering Services Contract with USI Insurance Services and for the cost of premiums necessary to bind coverage for the policies selected for the City's insurance program for the term commencing August 1, 2024 and terminating July 31, 2025; to authorize the expenditure of up to \$1,357,097.00; and to declare an emergency. (\$1,357,097.00)

WHEREAS, pursuant to Ordinance No. 0864-2024, the City of Columbus entered into an Insurance Brokerage and Risk Engineering Services Contract with USI Insurance Services, LLC for a five year period consisting of an initial one (1) year term and four (4) automatic consecutive one-year renewal terms each renewal subject to the appropriation of funds by City Council and the certification of funds availability by the City Auditor; and

WHEREAS, it is necessary to authorize the expenditure of funds for the initial term of the Insurance Brokerage and Engineering Services Contract with USI Insurance Services, LLC insurance brokerage and the expenditure of funds to pay the cost of the premiums for the City's selected insurance policies for the insurance year commencing August 1, 2024 and terminating July 31, 2025; and

WHEREAS, it may be necessary for the Director of Finance and Management to make any necessary changes in the City's insurance program to modify coverage limits, insure additional buildings, aircraft, vehicles, add types or lines of coverage that may result in additional premium costs during the 2024-2025 policy term; and

WHEREAS, an emergency exists in the usual daily operations of the Department of Finance and Management in that it is immediately necessary to authorize the expenditure of funds for the insurance brokerage and risk engineering services contract for the City's insurance programs and for the actual underwriting cost of the City's selected insurance policies to ensure that insurance coverage to protect City assets continues without interruption thereby preserving the public health, peace, property, safety and welfare; and now, therefore:

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Director of Finance and Management be and is hereby authorized and directed to pay costs for the initial term of a contract with USI Insurance Services commencing August 1, 2024 and terminating July 31, 2025 for provision of insurance brokerage and risk engineering services, to pay the cost of insurance premiums for property (casualty), boiler and machinery, general liability, excess liability, and aviation insurance policies to bind coverage for the 2024-2025 insurance year, to make any necessary changes in the City's insurance program required during the 2024-2025 term and to pay the associated costs of any additional insurance premiums incurred.

SECTION 2. That the expenditure of \$567,500.00, or so much thereof that may be necessary in regard to the action authorized in Section 1, be and is hereby authorized and approved in Fund 5502 Employee Benefits Fund in Object Class 3, Contractual Services per the accounting codes in the attachment to this ordinance.

SECTION 3. That the expenditure of \$169,423.00, or so much thereof that may be necessary in regard to the action authorized in Section 1 be and is hereby authorized and approved in Department of Public Safety Fund 1000 General Fund in Object Class 3, Contractual Services per the accounting codes in the attachment to this ordinance.

SECTION 4. That the expenditure of \$257,700.00, or so much thereof that may be necessary in regard to the action authorized in Section 1 be and is hereby authorized and approved in Department of Public Utilities Sewer Operating Fund 6100 in Object Class 3, per the accounting codes in the attachment to this ordinance.

SECTION 5. That the expenditure of \$300,580.00, or so much thereof that may be necessary in regard to the action authorized in Section 1 be and is hereby authorized and approved in Department of Public Utilities Water Operating Fund 6000 in Object Class 3, per the accounting codes in the attachment to this ordinance.

SECTION 6. That the expenditure of \$6,690.00, or so much thereof that may be necessary in regard to the action authorized in Section 1 be and is hereby authorized and approved in Department of Public Utilities Power Operating Fund 6300 in Object Class 3, per the accounting codes in the attachment to this ordinance.

SECTION 7. That the expenditure of \$55,204, or so much therefore that may be necessary in regard to the action authorized in Section 1 be and is hereby authorized and approved in Department of Public Services Mobility Operating Fund 6500 in Object Class 3, per the accounting codes in the attachment to this ordinance.

SECTION 8. That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated and the City Auditor shall establish such accounting codes as necessary.

SECTION 9. That the expenditures as authorized in Section 1 shall be paid upon order of the Director of Finance and Management and that no order shall be drawn or money paid except by voucher, the form of which shall be approved by the City Auditor.

SECTION 10. That the City Auditor is authorized to make any accounting changes necessary to ensure that this contract

is properly accounted for and recorded accurately on the City's financial record. That the City Auditor is authorized to make any changes to revise the funding source for any contract or contract modification associated with this ordinance.

SECTION 11. That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.