



Mayor & City Council

Regular Session Meeting

~ Agenda ~

City of College Park
3667 Main Street
College Park, GA 30337

<http://www.collegeparkga.com>
404-669-3756 (Main)

Experience College Park
Georgia's Global City

Monday, February 15, 2021

7:30 PM

Council Chambers

1. Opening Ceremonies

A. Pledge Of Allegiance

B. Invocation

2. Additions, Deletions, Amendments, or Changes to the Agenda

3. Presentation of Minutes of City Council

A. Approval of Regular Session Minutes dated February 1, 2021

ACTION:

B. Approval of Workshop Session Minutes dated February 1, 2021.

ACTION:

4. Proclamations, Resolutions, Plaques, and Announcements

5. Remarks of Citizens

6. Other Business

A. COVID-19 update by Kaiser Permanente Chief Epidemiologist, Dr. Felipe Lobelo. See memorandum dated February 10, 2021 from Director of Human Resources & Risk Management Dwight Baker. Also, see attached background information.

B. Discussion and update on top ten delinquent property tax payers. See memorandum dated February 10, 2021 from Director of Finance & Accounting Althea Philord-Bradley. Also, see attached background information.

C. Discussion and update on top ten delinquent utility customer accounts. See memorandum dated February 10, 2021 from the Director of Finance & Accounting Althea Philord-Bradley. Also, see attached background information.

D. College Park Utility Assistance Grant Program Update. See memorandum dated February 10, 2021 from Director of Finance & Accounting Althea Philord-Bradley. Also, see attached supporting documentation.

7. Public Hearings
8. Bids, Change Order Requests and Contracts
 - A. Consideration of and action on bids received to perform street resurfacing on Colonial Drive under the Georgia Department of Transportation (GDOT) 2020 Local Maintenance and Improvement Grant (LMIG) Program. See memorandum dated February 10, 2021 from Director of Public Works Mike Mason recommending Mullins Brothers Paving as the lowest bidder in the amount of \$51,000.00 using grant funds received from the GDOT resurfacing program. Also, see attached supporting documentation. Ward 4.

ACTION:

- B. Consideration of and action on a request authorizing the Mayor to execute a professional services agreement with Kimley-Horn & Associates, Inc. to complete the Rhodes Street final roadway plans from the Rhodes Street bridge to Redwine Avenue. See memorandum dated February 10, 2021 from Economic Development Director Artie Jones, III requesting approval in the amount of \$255,000. Also, see attached supporting documentation. This item will be funded for through Tax Allocation District fund balance. Ward 2.

ACTION:

9. Unfinished (Old) Business
10. New Business

- A. Consideration of and action on the approval of a professional services agreement with NFP Corporate Services Insurance Brokerage and Consulting for the purpose of providing Broker Services for employee health benefits and workers' compensation services as recommended by the City's Health Insurance Committee, and further, to authorize the Mayor to execute all documents necessary to facilitate the award and establish a Broker of Record. See memorandum dated February 10, 2021 from Director of Human Resources & Risk Management Dwight Baker recommending NFP Corporate Services. Also, see attached supporting documentation.

ACTION:

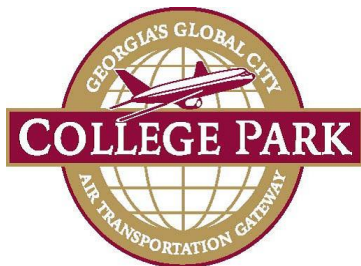
11. City Attorney's Report

- A. Consideration of and action on a proposed resolution requesting that the local legislative delegation introduce legislation during the 2021 session of the Georgia General Assembly to adopt a low-income homestead freeze exemption for residents of College Park with a household gross adjusted income that is at or below 150% of the federal poverty level. See

memorandum dated February 10, 2021 from City Attorney Danielle Matricardi. Also, see attached proposed Resolution No. 2021-08.

ACTION:

12. City Manager's Report
13. Report of Mayor and Council
14. Executive Session
15. Approval of Executive Session Minutes
16. Adjournment



CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8592

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Acting City Manager

FROM: Gabrielle Thornton, Deputy City Clerk

RE: Regular Session Minutes dated February 1, 2021

See attached Regular Session Minutes dated February 1, 2021.

Thank you.

ATTACHMENTS:

- RS020121 (DOCX)

Review:

- Gabrielle Thornton Completed 02/10/2021 2:44 PM
- Rosylne Robinson Completed 02/10/2021 3:19 PM
- Mercedes Miller Completed 02/10/2021 3:25 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM

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CITY OF COLLEGE PARK
MAYOR AND CITY COUNCIL
REGULAR SESSION
FEBRUARY 1, 2021

MINUTES

Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor, Ken Allen, and Roderick Gay; Interim City Manager Mercedes Miller; City Clerk Shavala Moore; City Attorney Winston Denmark.

Absent: None.

1. Opening Ceremonies.

A. Pledge of allegiance to the flag.

B. Invocation by Chaplain Steve Alexander.

2. Additions, Deletions, Amendments, Or Changes To The Agenda. None.

3. Presentation Of Minutes Of City Council.

A. Regular Session held January 19, 2021.

ACTION: Councilman Clay moved to approve Regular Session Minutes dated January 19, 2021, with corrections, seconded by Councilman Taylor and motion carried as follows: (All Voted Yes).

Packet page 9, line 188 – s/b “...final...” not “...fall...”

B. Workshop Session held January 19, 2021.

ACTION: Councilman Clay moved to approve Workshop Session Minutes dated January 19, 2021, as presented, seconded by Councilman Allen and motion carried. (All Voted Yes).

4. Proclamations, Resolutions, Plaques, And Announcements. None.

5. Remarks Of Citizens.

a. Ginger Blackstone said on the discussion of the auditorium at the last meeting, I decided to dig deeper into where the disconnect was, and I discovered that it falls in the lap of the Historical Society. Nothing deliberate. Renee mentioned that we had someone representing the Historical Society that was on the committee. Peoples’ lives have been

46 upended a lot, and there are some serious issues that our representative was struggling
47 with. Renee was right.

48
49 Ms. Blackstone said I also want to add that our role with the Department of Recreation &
50 Cultural Arts has never been very clear with the previous director. He had met and told
51 us when he first came in 2019 that we had been put under that department, which we have
52 never been under that department since we are a 501©3. We had no connection or
53 interaction, unless the building was having problems.

54
55 Ms. Blackstone said I think Renee felt blindsided by my comments last time, and I
56 profusely apologized and she accepted. I do support moving the mural down to the
57 entrance of College Park. Thank you for your time.

- 58
59 b. Mr. Foreman, 2394 Rugby Avenue, College Park, Ga., said I have seen a dramatic increase
60 in cars speeding from the corner of Washington Road onto West Rugby Avenue. Cars
61 racing up the street have become hazardous to the safety and welfare of myself and my
62 neighbors. Walking has become a potentially hazard event. I also have a 6-year-old son,
63 and I am concerned about us crossing the street to the neighbor's house. I addressed these
64 concerns to the Mayor directly. My neighbor Robert Golden has been extremely vocal
65 about bringing this issue to the City. My biggest issue is I noticed that on the agenda
66 under Item 8c, there will be a number of speed cushions put up around Woodward
67 Academy to reduce speeding, but not around our area. Why have the issues not been
68 addressed? And where did you find non-budgeted revenue to install these speed cushions?
69 And what is the process to install speed cushions along our end of Rugby Avenue, so we
70 feel safe in this area? Thank you for your time.

- 71
72 c. Robert Golden, 2424 Rugby Avenue, College Park, Ga., said I have been a resident for 22
73 plus years. We have never enjoyed the benefit of pedestrian safety provisions such as
74 speed cushions or basic sidewalks at Washington and Rugby. There are no sidewalks on
75 Rugby from Flowers to Washington Road on the northside of Rugby, or from Harris to
76 Washington Road on the southside of Rugby. We are seeking a solution. Rugby at
77 Washington Road, citizens are taking their lives in their hands. We would like to know
78 how we can find funds, budgeted or otherwise, to be located to respond to our request for
79 sidewalks and/or speed curbs to make the area safe for the community.

80
81 Mayor Motley Broom asked City Clerk, is this the conclusion of people that signed up?

82
83 City Clerk Shavala Moore said yes. If you would like to speak now, you will have 1
84 minute. Log onto the page from our website, and raise your hand to be acknowledged.

85
86 Chief Information Officer Michael Hicks said there is no one so far.

87
88 Mayor Motley Broom said we will move on to Item 6a.

89
90 6. Other Business.

92 A. COVID-19 Update.

93
94 Dr. Baker said there are 12 confirmed positive cases; 15 potential exposures; total of 27
95 cases, and 37 employees to return to work.

96
97 Councilman Allen said I would like to say to Dr. Baker, thank you for publishing the
98 guidelines for us. I appreciate your due diligence in getting some of these things
99 accomplished. Thank you very much.

100
101 Dr. Baker said my pleasure. Thank you.

102
103 Mayor Motley Broom asked, are there any comments for Dr. Baker?

104
105 There were no comments for Dr. Baker.

106
107 B. Update on the Advanced Metering Infrastructure (AMI), billing interface, and other
108 related software.

109
110 Director of Power Hugh Richardson gave an update on the AMI System, to include access
111 points recent performance and meter performance.

112
113 Director of Power Hugh Richardson said the good news is the next generation of endpoints
114 will be installed in the next few months for our replacements and for our new growth. They
115 will have a 20-year warranty and give us 4 readings per day.

116
117 Director of Power Hugh Richardson discussed the 16 customers with water leaks and the
118 KWH sales difference from the pandemic. The numbers look backwards for January, so I
119 put another page in to show how that was calculated.

120
121 Director of Power Hugh Richardson discussed MEAG substation meters. So far so good, as
122 far as the sales in the last couple of months.

123
124 Councilman Clay said the endpoints that we are getting, we are not talking about wholesale
125 replacements, are we?

126
127 Director of Power Hugh Richardson said they would like for us to do that, but right now we
128 are replacing them as they go out, or we have new growth.

129
130 Councilman Clay asked, will the software be adjusted to know that some endpoints do it 4
131 times a day and others only report once?

132
133 Director of Power Hugh Richardson said we can set those times, right. There are no changes
134 at all for the new ones.

135
136 Councilman Clay said very good. Looking better and better every month.
137

138 Mayor Motley Broom said absolutely.
139

140 C. Discussion and update on recently adopted ordinances and resolutions.
141

142 City Clerk Shavala Moore said I am open for questions.
143

144 Mayor Motley Broom asked, any questions?
145

146 Councilman Clay said no.
147

148 D. Discussion and update on top ten delinquent property tax payers.
149

150 Mayor Motley Broom asked, any questions on 6d or 6e?
151

152 There were no questions on this item.
153

154 E. Discussion and update on top ten delinquent utility customer accounts.
155

156 There were no questions on this item.
157

158 F. College Park Utility Assistance Grant Program Update.
159

160 Councilman Gay said I emailed Ms. Bradley today, and I had a call at 4001 Lakemont Monday
161 who received a \$1,000.00 utility grant. She claims her utility rate has doubled since the grant.
162 I can't verify that. She wants me to look into that. And the second question is: Did we get
163 an answer if the grant program has been extended?
164

165 Interim City Manager Mercedes Miller said I will check on the power for 4001 Lakemont.
166

167 Councilman Gay said I will text you her address. At the last meeting, Ms. Bradley said it was
168 extended to June.
169

170 Councilman Gay asked, are we giving a flat rate, or did we agree on a flat rate for all
171 applicants?
172

173 Interim City Manager Mercedes Miller said it depends on what they qualify for, their needs,
174 and the number of people in the house.
175

176 Councilman Gay said I received another call from a resident who was denied the grant
177 because she is not working, but she claims she can't find a job due to COVID. Is that a
178 disqualifier?
179

180 Interim City Manager Mercedes Miller said send me that person's name, and I will let you
181 know what is going on.
182

183 Councilman Allen said I asked the same question to Althea early this morning, and she said
184 the grant expires December 31, 2021.

185
186 Councilman Gay said I will send it to you Ms. Miller.

187
188 Interim City Manager Mercedes Miller said thank you.

189
190 Councilman Clay said I communicated with Althea in regard to additional help that she might
191 need or get to facilitate processing requests faster, and she identified that she could use some
192 additional help. So, my questions is: Are we getting her the help? And if not, why not?
193 Because it will get paid for out of the grant, and we would like to administer as much of
194 the grant as we can before we lose it.

195
196 Interim City Manager Mercedes Miller said we are getting her some help.

197
198 7. Public Hearings. None.

199
200 8. Bid, Change Order Requests And Contracts.

201
202 A. Consideration of and action on a request for approval of emergency repairs to the Fire
203 Department Ladder Truck.

204
205 Fire Chief Wade Elmore said we are requesting emergency repair for a 13-year-old ladder
206 truck. It needs a motor rebuild, and I am recommending we go with Randall Brackett Fire
207 Truck Repair. We have used them in the past. They have worked on our vehicles, and they
208 also specialize in emergency vehicles. They are not the lowest estimate. Moore's Truck &
209 Auto was the lowest. W.W. Williams, we did use to repair our trucks, but I think they were
210 higher. I am recommending that you allow us to go with Randall Brackett Fire Truck Repair.

211
212 Councilman Allen asked, do we know how long the repairs are going to take?

213
214 Fire Chief Wade Elmore said we have had some work done to the truck about 8 years ago
215 where they did a partial motor rebuild, and it took them about 2 weeks.

216
217 Councilman Allen said thank you.

218
219 Councilman Gay asked, when you say they are not the lowest, but we have used them,
220 was that your criteria that you never used them?

221
222 Fire Chief Wade Elmore said with our criteria, we also look at their facility. And to us, they
223 work on trucks, but they had a lot of trucks just sitting in their yard.

224
225 Councilman Gay said so they were not the lowest responsive bidder.

226
227 Fire Chief Wade Elmore said yes.

228

229 Councilman Clay said Randall Brackett was missing an EGR Cooler Kit on their parts list.
 230 And my question was: Do we need one of those? And the Chief said, yes, they were putting
 231 one in, and he just omitted it from the list.
 232

233 **ACTION:** Councilman Allen moved to approve a request from Fire Chief Wade Elmore on
 234 emergency repairs to the Fire Department Ladder Truck, seconded by Councilman
 235 Clay and motion carried. (All Voted Yes).
 236

237 B. Consideration of and action on a request for approval to renew Barracuda Back-up
 238 Appliance used in Public Safety and Cloud storage for one year.
 239

240 Mayor Motley Broom said I was confused about the memo that accompanied this because you
 241 are looking to replace the product sometime next year.
 242

243 Chief Information Officer Michael Hicks said yes, ma'am. What I listed in the memo was
 244 other equipment that could replace it right now.
 245

246 Mayor Motley Broom asked, if there is something that could replace it, why are we renewing
 247 it?
 248

249 Chief Information Officer Michael Hicks said I was told we don't have the funding for the
 250 other equipment right now.
 251

252 Councilman Clay said it is about \$400,000.00, or something like that.
 253

254 Mayor Motley Broom said that's a significant difference.
 255

256 Chief Information Officer Michael Hicks said it is \$80,000.00 a year, so I plan on putting it
 257 in the budget for next year.
 258

259 **ACTION:** Councilman Clay moved to approve a request from Chief Information Officer
 260 Michael Hicks to renew Barracuda Back-up Appliance used in Public Safety and
 261 Cloud storage for one (1) year, seconded by Councilman Gay and motion carried.
 262 (All Voted Yes).
 263

264 C. Consideration of and action on a request for approval to install speed cushions on streets
 265 in the North end of the City within areas of Woodward Academy to reduce speeding and
 266 make the area safer for the community.
 267

268 Councilman Clay said the question that was brought up during the citizens' comments, the
 269 source of funds is Woodward Academy. We are appreciative of the partnership that we have
 270 with Woodward. It makes it not just safer for their students, but it makes it safer for the
 271 students walking to the schools and for the neighborhood in general. I wish we could have
 272 justified asking Woodward to put something out on Rugby, but that's really a little far field
 273 from the school's proximity. So, that is the history on it.
 274

275 Councilman Clay further said there are a couple of sites on there, sites 9 and 10, where we
 276 have a range of addresses. The College Park Police Department weighed in on sites 8 through
 277 11, and in doing so, we knew 2 locations for sure that we wanted to put them, but the other 2
 278 locations we gave as a range, and it is something we have to explore. It will be between those
 279 houses in that range.

280

281 Councilman Allen said I talked with Mr. Connor at Woodward Academy. We walked the
 282 campus and looked at the spots he wants to do in Ward 3, and I concur with every single one
 283 of them.

284

285 **ACTION:** Councilman Clay moved to approve a request from Police Chief Ferman Williford to
 286 install speed cushions on streets in the north end of the City within areas of
 287 Woodward Academy to reduce speeding and make the area safer for the community,
 288 seconded by Councilman Allen and motion carried. (All Voted Yes).

289

290 9. Unfinished (Old) Business.

291

292 A. Consideration of a mural design for the wall facing Main Street on the front of the
 293 College Park Auditorium Building.

294

295 Main Street Manager Renee Coakley said we want to have the mural moved over to the south
 296 end of Main Street. What you have before you tonight is the proposal from the Muralist to
 297 present this mural on a section of that wall. It is over 300 feet long. His proposal is to create
 298 the mural in-between the 2 power poles, and then my request to Mayor & Council is to put
 299 together a volunteer crew to paint the other 2 sides of that wall. And the proposal that you
 300 have before you would be the remaining balance that would be due to the Muralist to complete
 301 this size of a mural on that wall.

302

303 Mayor Motley Broom asked, any questions for Ms. Coakley?

304

305 Councilman Clay asked, where do we find the \$15,000.00?

306

307 Main Street Manager Renee Coakley said I had a conversation with City Manager, and it was
 308 determined that there were advertising dollars, and that would be where the funds would come
 309 from.

310

311 Councilman Clay said it's a related fund. It is advertising the city. That makes sense that the
 312 money could be redeployed from that fund.

313

314 Councilman Taylor asked, is that for the auditorium?

315

316 Mayor Motley Broom said no, it is for the wall that is at the intersection of Main Street and
 317 Lee.

318

319 Councilman Taylor said I was under the impression we were going to keep this mural for the
 320 auditorium and do something different for the one you are talking about now.

321 Mayor Motley Broom said 2 weeks ago, the proposal was to put this mural at the auditorium,
322 and then the conversation turned to using this for a gateway banner into the downtown portion
323 of the city.

324
325 Councilman Taylor said I think \$3,000.00 is a lot cheaper than \$12,000.00. Any money we
326 have we should do what we were going to do at first, and then get another group to do
327 something else at the bigger place and raise more money at another time. We should do the
328 auditorium right now.

329
330 Mayor Motley Broom asked, is there any other conversation?

331
332 Councilman Gay said 2 years ago I sent an email to Cookie Smoaks, and I recommended that
333 we do a mural on the wall facing Main Street and Lee for paying homage to the bicyclists that
334 ride down Main. I sent her a mock design. So, separate from what Councilman Taylor's
335 concerns are, is that what started this conversation about the mural design for the wall, and
336 will it include doing something for the cyclists?

337
338 Interim City Manager Mercedes Miller said Cookie Smoaks' group can't put a mural there.
339 The way it got started was Renee Coakley got a grant to have a mural done, and she was
340 going to do it at the auditorium. We brought it to Mayor & Council at the last meeting, and
341 they said we love it, but it should be at the entrance of College Park. So, we went back to
342 the artist and asked what would it look like to paint at the entrance of College Park, so that
343 is how we ended up here.

344
345 Councilman Gay said let me make sure I'm clear. I was right about that mural being of
346 value for branding. But what you are saying is my information to Cookie did not get
347 anywhere. The advertising dollars are coming from where?

348
349 Interim City Manager Mercedes Miller said the advertising dollars are coming from a city-
350 wide account we had.

351
352 Councilman Gay said so the same dollars were available then, right?

353
354 Interim City Manager Mercedes Miller said I don't know.

355
356 Mayor Motley Broom asked, any other questions?

357
358 Councilman Clay said the mural for the auditorium, I think the focus at one point was these
359 things are things that go on in the auditorium, but the Hawks don't play at the auditorium,
360 and the airplanes don't take off from the auditorium. That is what pushed us into the idea
361 that this is more of a city-wide banner than something specific to the auditorium, and that
362 helped the guys move it over to the other location.

363
364 Councilman Gay asked Interim City Manager, is it possible to put a cyclist into one of these
365 faces?

366

367 Interim City Manager Mercedes Miller said yes.

368

369 Councilman Clay said the end of this mural that you are going to paint, you could consider
370 someone adding cyclists on the end.

371

372 Councilman Gay said these are silhouettes. I would be happy to resend it to her.

373

374 Councilman Taylor asked, what are we going to do at the auditorium?

375

376 Mayor Motley Broom said it is to be determined. The auditorium in and of itself is in fairly
377 descent shape. And that wall being an entryway into downtown is in much greater need, but
378 it is up to the Body.

379

380 **ACTION:** Councilman Clay moved to approve a request from Director of Economic
381 Development Artie Jones, III on a mural design for the wall facing on Main Street
382 between Oxford Avenue and Camp Creek Parkway Southwest/Lee Street, with the
383 proviso that cyclists are added to the design building, seconded by Councilman Gay.
384 Councilman Clay voted yes. Councilman Gay voted yes. Councilman Allen voted
385 yes. Councilman Taylor voted no. Motion carried.

386

387 10. New Business.

388

389 A. Consideration of and action on the adoption of a Resolution and Incumbency &
390 Signatory Certificate authorizing the Mayor and Mayor Pro Tem to communicate City
391 decisions with respect to execution of the MEAG Power Municipal Competitive Trust
392 (MCT) Fund.

393

394 Mayor Motley Broom asked, any questions?

395

396 There were no questions.

397

398 **ACTION:** Councilman Clay moved to approve a request from Director of Power Hugh
399 Richardson on a Resolution and Incumbency & Signatory Certificate authorizing the
400 Mayor and Mayor Pro Tem to communicate City decisions with respect to execution
401 of the MEAG Power Municipal Competitive Trust (MCT) Fund, seconded by
402 Councilman Allen and motion carried. (All Voted Yes).

403

404 B. Consideration of and action on a request for approval of the proposed Mayor & Council
405 Department Budget Meeting Schedule for Fiscal Year 2021-2022, as well as an
406 opportunity for general policy direction by elected leadership.

407

408 Councilman Gay asked, do we get the budget in electronic form, rather than those books?

409

410 Interim City Manager Mercedes Miller said yes, we can.

411

412 Mayor Motley Broom asked, are there any members that wish to have the budget on paper?

413 Councilman Taylor said I do.

414

415 Councilman Allen said I would like to have it on paper.

416

417 Interim City Manager Mercedes Miller said I got it.

418

419 **ACTION:** Councilman Clay moved to approve a request from Director of Finance &
420 Accounting Althea Philord-Bradley on the proposed Mayor & Council Departmental
421 Budget Meeting Schedule for Fiscal Year 2021-2022, as well as an opportunity for
422 general policy direction by elected leadership, seconded by Councilman Gay and
423 motion carried. (All Voted Yes).

424

425 11. City Attorney's Report. None.

426

427 12. City Manager's Report.

428

429 Interim City Manager Mercedes Miller said for our citizens, we are going live with our
430 announcement of Bill Pay. We will be doing training in our lobby soon, as well as having
431 Zoom training. Thank you.

432

433 13. Report of Mayor And Council.

434

435 Councilman Clay – said about 2 weeks ago, I got from several sources that the FAA has
436 finally released a Neighborhood Environmental Survey Report. And it was conducted back
437 in 2015 and 2016. I personally think the FAA was surprised by the answer. First off, it
438 was focusing on sound. They found out that people were a lot more disturbed by airport
439 noise than they were when the previous annoyance curve was created that measured dB
440 against the perceived annoyance by residents. They have a short explanation of the report.
441 The full report is 460 pages. I don't recommend reading the full report, but I strongly
442 recommend that you read the summary report, which the FAA will want comments on. The
443 comment cutoff date on their website is March 15, 2021. I would cut it to the 13th.

444

445 Councilman Clay further said I just started publishing a week ago on my website links to
446 the report. There are a couple of background presentations that I did over the past several
447 years to try to get the National Noise Standard changed to recognize that it is different now
448 because we are seeing more planes more frequently and more continuously. So, the bottom
449 line is, I have it on my website. I suggest though that we get Gerald to put it on the City's
450 website, or put it in a short note and a link to my website on the City's website. I will add
451 some more background information as time goes on that will enable citizens to make an
452 intelligent comment about the report. Is everybody okay with that?

453

454 Mayor Motley Broom said it sounds like a great idea.

455

456 Councilman Taylor – said I have nothing to report.

457

458 Councilman Allen – said first of all, for my BIDA selection, I am not going to make a
459 selection until after the 10th. If anyone is interested, let me know at
460 kallen@collegeparkga.com.

461
462 Councilman Allen said I have heard from several people about the Harvard fire. There are 8
463 that are looking for assistance. They are staying at a hotel. They have sufficient clothing and
464 can goods right now, but they do need funds from time to time for day-to-day expenses. So,
465 if anybody would like to donate, they can donate to IGNITE. It is tax deductible.

466
467 Councilman Allen said we need to be looking at part-time people for the Fire Department. I
468 know we are going way over budget for overtime. So, if we can look at part-time people, the
469 cost might be a little bit cheaper, if you can, and save on the expensive overtime costs for the
470 current employees. I think you put additional stress on the current employees. Their mental
471 fatigue becomes involved. There are a lot of benefits for temporary help.

472
473 Councilman Allen said Mercedes Miller has been in the job for 1 month, and I think she has
474 done an outstanding job. So, kudos to you, Mercedes, and all the people that you work with.

475
476 Councilman Allen said stay safe.

477
478 Councilman Gay – asked Interim City Manager, can you give us a quick update on the
479 broker insurance contract?

480
481 Interim City Manager Mercedes Miller said on the first of November, we put out an RFP
482 and began advertising for bids November 19, 2020. We answered the Q&A, and that closed
483 on December 11, 2020. The bids totally closed on December 16, 2020. We took in the bids
484 and graded them and did interviews on January 29, 2021. On February 15, 2021, we will be
485 coming back to Council with a recommendation.

486
487 Councilman Gay said so as of tonight, are there any unsuccessful bidders? How does that
488 work out?

489
490 Interim City Manager Mercedes Miller said we had 10 bids that were submitted. We had
491 some bids that did not qualify because we are seeking insurance as well, Workmen's' Comp.
492 We will pick 3 bidders and make a recommendation out of the 3.

493
494 Councilman Gay asked, so the ones that were unsuccessful, have they been notified?

495
496 Interim City Manager Mercedes Miller said yes.

497
498 Councilman Gay asked, is our current broker one of the unsuccessful bidders?

499
500 Interim City Manager Mercedes Miller said yes, because they did not submit anything on
501 Workmen's' Comp.

502

503 Councilman Gay said I have read the bid. I'm concerned that a bid that went out on
504 procurement was somewhat ambiguous. It doesn't give them this fair competition. Some
505 people bid with commissions and some people bid with a flat fee plus costs. My issue is:
506 On Council I can vote against not knowing if the matter was bid out fairly. I think this is
507 a \$4 million contract. Indemnity costs were around \$4 million. The other concern I have is
508 that, if we change the medical program for our employees, I'm a little concerned that the
509 City may be on the hook for paying a much higher cost than we are currently paying because
510 of the way it was bid out. We need to bring the current broker in and the final choice to
511 a workshop session, and let Mayor & Council ask important questions. Because not only is
512 this a very large contract, but since I have been on Council, we have never taken a contract
513 for a current provider. This contract is not up for renewal until June. Do you realize that?
514

515 Mayor Motley Broom said we are having this conversation in 2 weeks. So, if there are issues
516 to address therein, they should be addressed then.
517

518 Councilman Gay said I would like to have the final list, as well as the current broker, to a
519 workshop session before we make a decision. Because our HR Director, in my opinion,
520 doesn't know a lot about the claims' history. Our City Manager is Acting, and she is not the
521 one who put it out to bid in the first place. My concern is from a legal standpoint, as well as
522 the way we, as a city, have done business in the past. I want to make sure that we are being
523 transparent and fair in this important process.
524

525 Mayor Motley Broom said if there are any concerns about the legality of the bid, then we need
526 to involve Mr. Denmark. And if he sees any issue with it, then we can address those. He is
527 the one that is representing us in those matters.
528

529 Councilman Gay asked, do you want Winston to tell us now?
530

531 Mayor Motley Broom said no, I do not. He can come back to us by the end of the week. If
532 there are no issues, then we will let staff proceed and do their work.
533

534 Councilman Gay said I can't do my job as an elected official to represent 700-plus employees'
535 health. Workers' Comp was an option. So, when you say "optional" and someone doesn't
536 bid on it, I don't know that you can disqualify someone when you tell them "optional".
537

538 Mayor Motley Broom said Councilman Gay, please move on.
539

540 Councilman Gay reiterated that he would like for them to be brought to a workshop session.
541

542 Mayor Motley Broom asked Interim City Manager, is it your plan to bring the final list to a
543 workshop?
544

545 Interim City Manager Mercedes Miller said it is. I am going to bring the recommended
546 company to a workshop so he can give you information at a workshop, and we can make a
547 decision.

548 Councilman Gay asked, can we bring the 3 finalists? I don't want to be argumentative. If it
549 is fee plus costs, we are going to be having this conversation again.

550
551 Interim City Manager Mercedes Miller said if that is what the Mayor & Council wants, we
552 can bring the top 3 to give a presentation.

553
554 Mayor Motley Broom asked, is that the desire of the Body?

555
556 Councilman Clay asked, what was planned to be done? Don't we have the ability to ask
557 questions when we review the results of the bidding process? Won't those be on Zoom such
558 that we can ask them if we have to?

559
560 Interim City Manager Mercedes Miller said the company that we would recommend will be
561 on Zoom. The decision was done with Dr. Baker, the Financial Director, the procurement
562 manager, and myself. It wasn't done in a closet, it was done by a committee.

563
564 Councilman Gay said I don't have a problem with your ability to select. I'm just saying, if
565 you want us to make a recommendation, and you don't want us to be a part of the selection
566 process, you just want us to take your word for us.

567
568 Mayor Motley Broom said we are not here to argue. We will be handling this in 2 weeks.
569 Please move forward.

570
571 Councilman Gay asked, is Mike Mason on line?

572
573 Director of Public Works Mike Mason said yes, sir.

574
575 Councilman Gay asked, give us an update on the street paving for Colonial.

576
577 Director of Public Works Mike Mason said the bids are open in-between this Council's
578 agenda item. We anticipate bringing this forward for approval at the next Council meeting.

579
580 Councilman Gay said okay.

581
582 Councilman Gay said the other item is for Renee on the renaming of Roosevelt from
583 Herschel.

584
585 Mayor Motley Broom said she may have left for the evening.

586
587 Councilman Gay asked, is there any opportunity to start back the remaining of Main Street?
588 I was telling my son about the \$30 million Atlanta Airport parking lot and a \$25 million
589 hotel. It is a considerable investment going west down there. Is there any opportunity to
590 start making that inclusive for the rest of Main Street?

591
592 Interim City Manager Mercedes Miller said I will find out and let you know.

593

594 Councilman Gay said Army Perry told me that it was going to be part of their conversations
 595 at each one of their Main Street meetings. I even reached out to the Aerotropolis to look at
 596 this an opportunity to start involving some of the businesses. It is just a great asset that we
 597 are not taking advantage of.

598
 599 Councilman Gay said kudos to Stacey Abrams who was nominated to receive the Nobel
 600 Peace Prize for her involvement with the voting.

601
 602 Councilman Gay said I had a Zoom meeting with Congressman David Scott. The Job Corps
 603 on Washington Road is not in College Park, but I get calls from my constituents that this
 604 development has been blighted for about a year and a half. Can we reach out to them to see
 605 if that can be discussed, so we won't be out of order when we talk?

606
 607 Interim City Manager Mercedes Miller said yes, sir.

608
 609 Councilman Gay said that's all I have.

610
 611 Mayor Motley Broom – said people are concerned about the neighborhood. We are ramping
 612 up a Neighborhood Watch. Go to collegetparkga.com and sign up. We are getting those gears
 613 in motion.

614
 615 Mayor Motley Broom said I want to thank Michelle Johnson, Jerisha Bronson, Gerald Walker,
 616 the entire College Park Recreation & Cultural Arts, Kai Lightner, Kevin Jorgenson (sp),
 617 Adidas, and all the people who came to the Stone Summit Ribbon Cutting Ceremony for the
 618 new climbing wall in the gym. It was so wonderful to see the kids take to the sport
 619 immediately and have so much fun at it. It is not just about fun, it is also about building
 620 pathways to things that kids may not have known about and not had access to before. We are
 621 so grateful to Kai Lightner and Stone Summit so kids can grow in the sport and be competitive
 622 and open up even more doors. It was a wonderful event. If you haven't had a chance to go
 623 over and see that wall, it is open for the community. It is a wonderful amenity. We are so
 624 grateful that Adidas spent over \$75,000.00 to get it in our community. We didn't have to pay
 625 a dime. We got shoes and everything. It's a great asset for us.

626
 627 Mayor Motley Broom said some people were concerned in public comment about the
 628 intersection of Rugby and Washington Road. Mr. Myers, are you there? Jackson, can you
 629 talk a little bit about your efforts and working with GDOT on that intersection and what we
 630 are hoping to accomplish there?

631
 632 Special Projects Administrator Jackson Myers said we have been working with the District 7
 633 office. GDOT is the office we go to when we need help with traffic problems and accidents.
 634 I want to thank the Police Department for getting the information together for me about traffic
 635 accidents and speeding in the area of Rugby and Washington. It's on the list, and GDOT is
 636 evaluating that as part of a Quick Response. And if they accept that, then they tell me they
 637 will be able to go out there and redesign it and build it for free to the City right now.

638

639 Mayor Motley Broom said we are optimistic on that work at that particular intersection. We
640 hear you in trying to make that safer for everyone.

641
642 Mayor Motley Broom said Ms. Miller, I know that you tried to reach out to the Postal Service,
643 and I wanted to see if there had been any updates on that.

644
645 Interim City Manager Mercedes Miller said I called Ms. Wilson. She is not the person to
646 speak, that it would be her boss. So, she forwarded my email and copied her boss into the
647 email. And I told them that I wanted them to speak at the Council meeting on the 15th. If
648 not, then I am getting in my car and I am going over to that main Post Office.

649
650 Councilman Allen said our mail has been a lot better over the last week and a half than it has
651 in the last 6 months.

652
653 Mayor Motley Broom called for a motion to approve Executive Session Minutes.

654
655 14. Executive Session.

656
657 15. Approval of Executive Session Minutes.

658
659 **ACTION:** Councilman Clay moved to approve Executive Session Minutes dated February 1,
660 2021, as presented, seconded by Councilman Taylor and motion carried. (All Voted
661 Yes).

662
663 16. Adjournment.

664
665 Mayor Motley Broom declared the Regular Session adjourned at 8:36 p.m.

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CITY OF COLLEGE PARK

Bianca Motley Broom, Mayor

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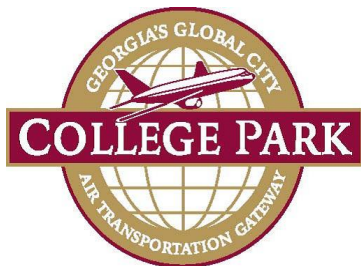
685 **ATTEST:**

686

687

688

689 _____
Shavala Moore, City Clerk



CITY OF COLLEGE PARK

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REG SESSION AGENDA REQUEST

DOC ID: 8639

DATE: February 9, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Acting City Manager

FROM: Gabrielle Thornton, Deputy City Clerk

RE: Workshop Session Minutes dated February 1, 2021

See attached Workshop Session Minutes dated February 1, 2021.

Thank you.

ATTACHMENTS:

- WSS020121 (DOC)

Review:

- Gabrielle Thornton Completed 02/09/2021 8:54 AM
- Rosyline Robinson Completed 02/10/2021 1:15 PM
- Mercedes Miller Completed 02/10/2021 1:56 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM

1 CITY OF COLLEGE PARK
 2 MAYOR AND CITY COUNCIL
 3 WORKSHOP SESSION
 4 FEBRUARY 1, 2021
 5

6 **MINUTES**
 7

8 Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick
 9 Taylor, Ken Allen, and Roderick Gay; Interim City Manager Mercedes
 10 Miller; City Clerk Shavala Moore; City Attorney Winston Denmark.
 11

12 Absent: None.
 13

14 Mayor Motley Broom called the workshop session to order at 5:00 p.m.
 15

16 **ACTION:** Councilman Clay moved to take up Executive Session to discuss
 17 personnel, pending litigation, and the potential purchase of real estate,
 18 seconded by Councilman Allen and motion carried. (All Voted Yes).
 19

20 Mayor & Council entered into executive session at 5:02 p.m.
 21

22 The workshop session reconvened at 6:03 p.m.
 23

24 **1. Update on COVID-19 and vaccine efforts in Fulton County and the State of**
 25 **Georgia by the City of College Park Fire Rescue Medical Director Dr. Elijah**
 26 **Robinson.**
 27

28 Fire Chief Wade Elmore said tonight Dr. Robinson is on duty, but we have Dr. Lekshmi
 29 Kumar to give us a brief update on the vaccine efforts.
 30

31 Dr. Kumar is not on Zoom at this time.
 32

33 Dr. Bob Hoke, MD., EMS Director at Emory University, stepped in to facilitate the
 34 update.
 35

36 Dr. Hoke discussed new technology with the mRNA vaccines and how the vaccine
 37 attacks the spike proteins of the virus in the body when needed.
 38

39 Dr. Hoke discussed the SARS-CoV-2 Vaccines. Some of the upcoming vaccines use this
 40 packet (ph), but those take longer to make.
 41

42 Dr. Hoke discussed the mRNA COVID vaccines by Pfizer. We have over 43,000
 43 participants with randomized placebo and vaccine with 2 doses. They tried to keep
 44 things ethnically diversified. The percent was 82 percent white; 26.2 Hispanic or Latino;
 45 African American 9.8 percent; 4.4 percent Asian, and less than 2 percent are other
 46 ethnicities. It was 50/50 male/female; and 21.4 percent were over the age of 65. The

47 most frequent medical conditions that people had were obesity at 35 percent and
48 pulmonary disease at 7.8 percent.

49
50 Dr. Hoke discussed Pfizer's efficacy and safety. Within the first 170 cases, 162 were in
51 placebo group; 8 cases in the vaccine group. Nine out of ten cases that put people in the
52 hospital were out of the placebo cases. There were some side effects, but generally they
53 were limited. The most common side effects being reported by Pfizer were injection site
54 reactions which was 84 percent, and most of the participants had chills, muscle pain and
55 joint pain. There were no deaths from the vaccine.

56
57 Mayor Motley Broom asked, when you are discussing severe cases, are those cases that
58 get people in the hospital? What is the definition of a severe case?

59
60 Dr. Hoke said a severe case is a case that puts people into the hospital and requires
61 respiratory support.

62
63 Mayor Motley Broom said the mRNA technology that was used to develop Pfizer and
64 Moderna vaccines; that is something that has been in the works for a long time. People
65 are concerned with the speed with which these particular vaccines have been developed.
66 But the technology itself, how long has that been under development?

67
68 Dr. Kumar said the technology has been under development for 10 years to be used in
69 diseases, but this is the first time mRNA has been used in a vaccine.

70
71 Dr. Hoke discussed the Moderna-COVE Study. There were 30,000 participants; 7,000
72 over the age of 65; 42 percent with high-risk chronic diseases; and 11,000 participants
73 from communities of color. The percentage breakdown was about the same for Pfizer.

74
75 Dr. Hoke discussed the chart indicated by arrows for the first and second doses of the
76 vaccine. There is a pretty significant separation within the first 12 days of receiving the
77 vaccine, but afterwards you still need the second dose to confirm and strengthen that
78 immune response.

79
80 Dr. Hoke discussed the proposed groups for Phase 1 Vaccination, Phase 1A, Phase 1B,
81 and Phase 1C.

82
83 Dr. Hoke said one of the main questions asked is: If you receive the first dose, do you
84 have to take the second one? The answer is yes. The side effects are fever, headache,
85 fatigue, muscle and joint pain. The most common side effects are generally short-lived
86 within the first 7 days, and most are within the first 48 hours. There have been no life-
87 threatening adverse events reported with either of the vaccines. The CDC had about 20
88 cases of anaphylaxis. The numbers I believe they were quoting were 11.1 people per
89 million doses having anaphylaxis.

90
91 Dr. Hoke said other common questions asked are: If I get vaccinated, can I stop wearing
92 a mask? The answer is no. Should you get vaccinated if pregnant? If you are in a high-

93 risk group, it should not be withheld. It is the patient's choice. You need to have a
94 conversation with your doctor. On the other hand, if you are lactating and in constant
95 exposure to COVID-19, then get the vaccination.

96
97 Dr. Hoke discussed preservatives in the vaccine. There are sugars for stabilization.
98 Pfizer requires freezer for stability and refrigeration for Moderna.

99
100 Dr. Hoke said another question asked is: What if I am an immunocompromised patient?
101 The answer is it is likely not unsafe, but it may be hard to mount immune response.

102
103 Dr. Hoke said another question asked is: What if I am allergic to eggs?

104
105 Dr. Hoke said another question asked is: Is it safe to get vaccinated if I have already had
106 COVID-19? The answer is yes, it is safe, but wait 20 to 30 days after you have had
107 COVID-19.

108
109 Dr. Hoke went over key points already discussed in his presentation. Any questions?

110
111 Councilman Clay said I got my vaccination 2 weeks ago; Pfizer, first round. I am
112 supposed to get one in a week. They said they will notify me as opposed to me getting
113 scheduled at the time I got the first shot. What happens if they don't have the vaccine in
114 time? How long can you go beyond that 3-to-4-week period for it to still be sensible and
115 effective to get it?

116
117 Dr. Hoke said conditionally, they are saying 3 months. You will most likely be okay.
118 Dr. Kumar, have you heard anything else?

119
120 Dr. Kumar said they are trying to give you that initial response, and we enforce and
121 surmount the response. If it gets delayed a little bit, you should still be fine.

122
123 Councilman Clay asked, what if they say we don't have Pfizer, but we have Moderna?

124
125 Dr. Kumar said the recommendation is to get the same thing. There are studies about
126 whether getting a different dose is going to make a difference, or if the response is going
127 to be any less. All the data we have is based on people getting the same thing.

128
129 Mayor Motley Broom said Johnson & Johnson came out with some data regarding the
130 trials they had with their vaccines, and that 1 dose doesn't have to be stored in as cold a
131 temperature as the 2 that are already on the market. But it seemed to not be the same
132 level of efficacy as the Pfizer and Moderna. Are you concerned about that? Is that
133 something the people watching this should be concerned about?

134
135 Dr. Kumar said it's a risk. When you look at Pfizer and Moderna and you say 95 percent
136 efficacy, that is a ridiculously high efficacy. Some places are getting there. There are
137 other countries out of the U.S. where they have already started giving a vaccine that is 65

138 percent efficacy. Ninety-five percent efficacy is better than 60 percent efficacy, but it
139 depends on what is available and how much we distribute.

140

141 Councilman Allen asked, what happens, say next winter, do we get another vaccine in
142 connection with winter?

143

144 Dr. Kumar said in the studies that both have done, the people involved in the trial, they
145 got their vaccines, and they are getting their blood tested every month for 2 to 2 ½ years
146 to measure their antibodies and their blood. We know the immunity lasts for over 6 to 7
147 months, but as we go along, we will be able to know. If it is once a year, that is not too
148 bad.

149

150 Councilman Clay said this shot was less painful than a flu shot.

151

152 Dr. Kumar said with my first shot, I barely felt it. The next day I had a bit of an ache.
153 That is about it. The second dose, I had a little more symptom which is expected. It
154 lasted less than 12 hours.

155

156 Councilman Allen said thank you very much.

157

158 Mayor Motley Broom asked, can the two of you tell us a little bit about the COVID
159 variances that have been identified from South Africa and Brazil?

160

161 Dr. Kumar said we have no published data of how the vaccine responds to or how the
162 variances respond to the vaccinations. At the end of the day, there are some thoughts that
163 it would still, even if it might not prevent it 100 percent, it may decrease the extent of
164 your symptomology. It is still best to get it. It is hard to tell about each variant at this
165 point of where we are with the vaccines.

166

167 Mayor Motley Broom asked, anyone else have any other questions?

168

169 Dr. Kumar said if you get the vaccine soon, it should not interfere with your COVID
170 testing. The test is unrelated to the vaccine.

171

172 Mayor Motley Broom said we appreciate your time this evening in helping to get more
173 information into our community about the COVID-19 vaccines and the state of the virus
174 in our community. So, again, thank you again, both of you, for your time. And thank
175 you Chief Elmore for setting this up. We will continue to have this conversation at every
176 meeting we can to get out more information.

177

178 Mayor Motley Broom asked Interim City Manager, is there anything else on the agenda
179 for the Workshop Session?

180

181 Interim City Manager Mercedes Miller said that is it.

182

183 Mayor Motley Broom called for a motion to reenter Executive Session.

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ACTION: Councilman Clay moved to reenter Executive Session to discuss personnel, pending litigation, and the potential purchase of real estate, seconded by Councilman Allen and motion carried. (All Voted Yes).

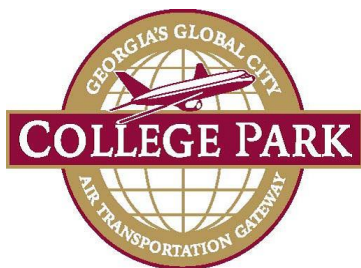
Mayor Motley Broom declared the Workshop Session adjourned at 6:30 p.m.

CITY OF COLLEGE PARK

Bianca Motley Broom, Mayor

ATTEST:

Shavala Moore, City Clerk



CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8635

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Interim City Manager

FROM: Dwight L. Baker, Director of Human Resources & Risk Management

RE: COVID-19 Update

PURPOSE: Kaiser Permanente Chief Epidemiologist, Dr. Felipe Lobelo will provide a COVID-19 update to the Mayor and Council.

Also, an update by the Department of Human Resources and Risk Management on the total number of employees with COVID-19 confirmed positive test results and the total number of employees who have been exposed to a confirmed case of COVID-19 is attached.

REASON: In the interest of maintaining a safe and healthy workplace, the City requires persons with Contagious Symptoms and/or a Contagious Condition not to report to work and/or send employees with Contagious Symptoms and/or a Contagious Condition home.

RECOMMENDATION: For informational purposes only. The attached document is a breakdown of COVID-19 cases amongst City employees as of February 8, 2021. Please see the attached document for additional information.

BACKGROUND: COVID-19 is caused by a coronavirus called SARS-CoV-2. Older adults and people who have severe underlying medical conditions like heart or lung disease or diabetes seem to be at higher risk for developing more severe complications from COVID-19 illness.

YEARS OF SERVICE: Not Applicable

COST TO CITY: Not Applicable

BUDGETED ITEM: Not Applicable

REVENUE TO CITY: Not Applicable

CITY COUNCIL HEARING DATE: February 15, 2021

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: Not Applicable

AFFECTED AGENCIES: All City Departments

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Not Applicable

REQUIRED CHANGES TO WORK PROGRAMS: Not Applicable

STAFF: All City Departments

ATTACHMENTS:

- COVID (PDF)
- Felipe Lobelo KP Short Bio July 2020 (DOCX)
- COLLEGE PARK COVID UPDATE 2.8.2021 (PDF)

Review:

- Dwight L. Baker Completed 02/10/2021 12:15 PM
- Rosyline Robinson Completed 02/10/2021 1:16 PM
- Mercedes Miller Completed 02/10/2021 1:50 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM



COVID-19 Status in Fulton County

Dr. Felipe Lobelo, MD, PhD, Program Director Epidemiology Public Health & Preparedness

- I. Statistics in Fulton County
- II. Vaccine Update
- III. Variant Update
- IV. Questions



Felipe Lobelo, M.D., Ph.D., joined KPGA in 2018 as Senior Physician Consultant for Population Health Research and in 2020 became Physician Program Director for Epidemiology, Public Health and Preparedness in the Department of Quality and Patient Safety, The Southeast Permanente Medical Group. He also has an appointment as Associate Professor in the Hubert Department of Global Health at Emory's Rollins School of Public Health

He received his medical degree and his Preventive Medicine and Clinical Epidemiology specialization from the Universidad del Rosario in Bogota, Colombia. He completed his internship at the Jackson Memorial Hospital in the Miami University School of Medicine and earned a PhD in Public Health from the University of South Carolina. From 2008 to 2010 he served as an Epidemic Intelligence Service (EIS) officer at CDC and was involved in international epidemiological field investigations, having an active role in CDC's H1N1 response, investigating the outbreak abroad and serving as CDC's spokesperson for Hispanic/Latino populations. His work with H1N1 took him to the White House, where he served as the CDC representative in the first-ever Spanish Town Hall Meeting alongside President Obama and around the nation for vaccine campaign outreach events for at-risk populations/minorities. From 2010 to 2014, Dr Lobelo served in various roles as a Medical Epidemiologist at CDC's National Center for Chronic Disease Prevention in their Office of the Director and their Diabetes Translation and Nutrition, Physical Activity and Obesity divisions. In 2012 was selected as Fellow of the American Heart Association and in 2020 to the President's Council on Fitness, Sports and Nutrition Science Board.

He has authored over 150 peer-reviewed scientific publications and his interests include health disparities, mobile Health, implementation science, population health and quality improvements leveraging clinical-community linkages for infectious and chronic disease prevention and control.

Dr. Lobelo believes in “practicing what you preach” and strongly advocates for doctors to become healthy role models. He enjoys soccer and plays for the US Medical Soccer Team, the US representative in the Annual “World Cup for Doctors”.

Twitter: @felipelobelo

COLLEGE PARK COVID-19 PANDEMIC as of 2.8.2021
CONFIRMED POSITIVES - 12
POWER - 3
PUBLIC WORKS - 5
FINANCE - 1
EXHIBITING SYMPTOMS (SELF QUARANTINED) - 0
POSSIBLE EXPOSURE/INTERACTION WITH SOMEBODY WITH SYMPTOMS (SELF QUARANTINED) - 17
POWER - 1
FIRE - 1
PUBLIC WORKS - 9
FINANCE - 6
CARING FOR LOVED ONE - 0
CURRENTLY HOSPITALIZED - 0
TOTAL CASES - 29
RECOVERED/RETURNED TO WORK - 36



CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8636

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Interim City Manager

FROM: Althea Philord-Bradley, Director of Finance & Accounting

RE: Delinquent Property Tax Payers Update

REASON: To provide Mayor and Council with the names, addresses, and outstanding balances of the top ten delinquent property tax payers as well as a brief update on collection efforts.

RECOMMENDATION: To proceed with established policies and procedures to ensure collection of these accounts. To escalate the collection process as appropriate to minimize the loss of revenue.

BACKGROUND: The City of College Park contracts with GTS (Government Tax Services) to facilitate the collection of delinquent accounts to the extent necessary. Past collection efforts have included GTS providing assistance with filing liens and assisting with tax sales.

COST TO CITY: Varies with each situation.

BUDGETED ITEM: None.

REVENUE TO CITY: As of February 8th, 2021, the City has collected 90% of 2020's Ad valorem taxes due.

CITY COUNCIL HEARING: February 15th, 2021

OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: Aggressive collection efforts to full extent of the law.

STAFF: Philip Latona, Property Tax Accountant

ATTACHMENTS:

- Top Ten Delinq Property Tax Accounts 02042021 (PDF)
- Top Ten Delinq Property Tax Accounts 02042021 2018(PDF)

Review:

- Althea Philord-Bradley Completed 02/08/2021 3:31 PM
- Rosyline Robinson Completed 02/09/2021 11:18 AM
- Mercedes Miller Completed 02/10/2021 1:50 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM

**City of College Park
 Department of Finance & Accounting
 Top Ten Delinquent Property Tax Accounts
 As of February 4, 2021**

<u>Lien</u>	<u>Taxpayer Name</u>	<u>Property Address</u>	<u>Business Name If Known</u>	<u>Amount</u>	<u>District - Tax Type</u>	<u>Additional Comments</u>	<u>Tax Years</u>
	Kelco/RG Atlanta LLC	4601 Best Rd	Holiday Inn Express	\$ 101,271.62	Fulton - Real	1/22/21 Ownership reponse was waiting on PPP Round 2	2020
	YC Atlanta	1419 Virginia Ave	Clarion Hotel	\$ 98,834.89	Fulton - Real & Personal	2/4/21 Reached out to Property Mgrs., who in turn are working with Owners and Lender. No additional funds from ownership. Property Mgrs have a conference call w/Mortgage Lender on 2/5/21.	2020
	BK & J Hotel Group	1551 Phoenix Blvd	Howard Johnson's	\$ 91,547.50	Clayton - Real & Personal	2/3/21 Emailed Property GM to get payment status from Ownership. It is a follow up from January 20th conversation	2020
	ExpressJet	0 Candler Way		\$ 67,325.90	Fulton - Real	Feb. 4th Fulton's Legal position is the property is a non-taxable usufruct based on lease with City of Atlanta. The 2020 Tax year with go into exempt status and looks like we will have to refund 2019 and possibly 2018	2020
	KSG Georgia LLC	4820 Massachussetts	LaQuinta Inn & Suites	\$ 54,713.65	Clayton - Real & Personal	2/2/21 Owner responded by trying to pay as soon as possible - no firm date to pay	2020
	ATA Investments	5271 W Fayetteville Rd	Westcove	\$ 30,627.96	Clayton - Real	1/28/21 Requested transfer details - Plan was to payoff 2019 balance of \$11,312.21 before end of January 2021. 2/4/21 requested update	2019-2020
	Lincoln Bancorp LLC	4979 Old National Hwy	Super 8	\$ 29,125.15	Fulton - Real & Personal	1/25/21 I mailed statements to principal owner's address in California - no known email found	2020
	MNSS Investments	5021 Old National Hwy	Best American Inn	\$ 27,675.40	Fulton - Real & Personal	2/2/2021 Emailed owner - requested a payment date	2020
	Lee Gene	Various	17 properties cumulative	\$ 22,803.71	Fulton - Real	2/3/21 Reached out to Office Mgr to get payment status	2020
	Triumph Airborne Structures	3511 Naturally Fresh Blvd		\$ 22,110.49	Clayton -Personal	1/29/21 I had a good conversation w/Deputy Chief Appraiser Fulton County Personal Property. I explained the business moving locations in 2019. I provided him Assessed Values from Clayton County. They are going to send out an appraiser for a field visit - this is the starting point of getting them on Fulton Tax Digest for 2020.	2020
				<u>\$ 546,036.27</u>			

Y Represents Lien filed against account.

Inactive Account - off active list - candidates to write-off

Level Concrete Co.	2560 West Point Avenue	Proximity of Metro Mustang	\$ 24,774.56	Fulton - Personal Property	Corporation dissolved 5/16/2008	2000-2003
Western Pacific	Airline		39,223.87	13K Base Ad Valorem	Chapter 11 - February 1998	
Vanguard Airlines	Airline		9,236.24	Public Utility Digest - Clayton	Ceased Operations July 29, 2002	
PSINet Inc			11,882.94	Fulton - Personal Property		
Larry Jones	0 Camp Creek Pkwy		10,798.44	Fulton - Real	way	1992-2014
F H Kilgore	0 Camp Creek Pkwy		6,067.79	Fulton - Real	Parcel Mapping discrepancy	1992-2014

City of College Park
 Department of Finance & Accounting
 Top Ten Delinquent Property Tax Accounts
 As of February 4, 2021

Lien	Taxpayer Name	Property Address	Business Name If Known	Amount	District - Tax Type	Additional Comments	Tax Years
Y	Zenga Store	Hartsfield/Concourse A		\$ 1,309.08	Clayton - Personal	1/28/21 Payment Received in full	2018
Y	Smart Moves Investments LLC	2879 Windsor Forrest Ct		\$ 1,927.34	Fulton - Real	Identified Owner - he is a First Transferee Foreclosure - ownership confirmed /working account. 10/23/20 Working with Tax Sale consultants found owners address	2018-2020



CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8638

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Interim City Manager

FROM: Althea Philord-Bradley, Director of Finance & Accounting

RE: Top 10 Delinquent Customers

PURPOSE: To update Mayor/Council regarding Top 10 delinquent customers, commercial and residential.

REASON: To keep updated on Top 10 commercial and residential accounts to ensure the accounts balances are current.

RECOMMENDATION: To deliver information to Mayor/Council by Customer Service team.

BACKGROUND: Each council meeting we deliver data that indicates who the Top 10 customers are based on balances owed, length of time unpaid.

COST TO CITY: N/A.

BUDGETED ITEM: N/A.

REVENUE TO CITY: N/A.

CITY COUNCIL HEARING DATE: February 15th, 2021.

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A.

AFFECTED AGENCIES: N/A.

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A.

REQUIRED CHANGES TO WORK PROGRAMS: N/A.

STAFF: Customer Service Manager

ATTACHMENTS:

- RF 020921 redacted (DOCX)
- CF020921redacted (DOCX)
- 020921 RC Redacted (DOCX)
- 020921 CC (DOCX)
- Top Ten Report 02092021-Redacted (XLSX)

Review:

- Althea Philord-Bradley Completed 02/09/2021 6:35 PM
- Rosyline Robinson Completed 02/10/2021 2:27 PM
- Mercedes Miller Completed 02/10/2021 2:28 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM

City of College Park

A / R A G I N G

02/09/2021 09:36:03

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to	30	31 to	60	61 to	90	Over	91	Total	--- Last Payment --- Date	Amount	
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Cycle: 1

829.05	147.11	196.18	0.00	1172.34	10/19/2020	400.03	T
579.22	181.20	180.64	215.22	1156.28	12/04/2020	100.00	T
909.32	496.65	363.00	610.51	2379.48			O
395.19	147.16	147.06	345.82	1035.23	12/01/2020	100.00	T
497.29	172.59	183.10	551.21	1404.19	11/03/2020	600.00	T
656.34	172.30	171.81	0.00	1000.45	01/22/2021	500.00	
1995.77	992.10	538.97	0.00	3526.84	02/01/2021	200.00	
977.98	473.15	268.52	1854.66	3574.31	10/08/2020	414.00	T
404.12	234.07	196.93	210.58	1045.70	11/19/2020	650.00	
584.74	392.68	328.74	0.00	1306.16	01/20/2021	400.00	T
854.07	276.49	287.60	260.15	1678.31	01/20/2021	25.00	T

11 Subtotals for Cycle 001

8683.09	3685.50	2862.55	4048.15	19279.29
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Cycle: 8

9479.30	450.75	0.00	0.00	9930.05	01/06/2021	4507.49	O
432.83	455.49	574.94	1338.65	2801.91	11/21/2020	100.00	O
354.47	186.74	280.48	1385.82	2207.51	09/16/2020	100.00	
1097.76	591.24	693.50	1008.55	3391.05	01/25/2021	500.00	O
1059.45	72.65	0.00	0.00	1132.10	01/27/2021	502.32	O
610.51	198.32	215.41	269.28	1293.52	10/19/2020	400.00	T
520.36	89.26	216.11	188.55	1014.28	09/30/2020	792.07	O
668.80	188.07	96.99	174.36	1128.22	01/11/2021	55.00	O
534.61	178.49	148.75	291.74	1153.59			T
903.04	119.74	0.00	0.00	1022.78	01/27/2021	257.16	T
702.22	191.75	127.30	0.00	1021.27	10/21/2020	261.27	T
775.85	199.48	132.34	0.00	1107.67	11/11/2020	300.00	T
672.85	129.57	181.20	119.17	1102.79	01/27/2021	160.00	T
320.29	94.68	66.41	571.44	1052.82	06/08/2020	500.00	T
910.33	162.48	106.66	498.89	1678.36			O
784.02	205.70	222.45	284.47	1496.64			O
270.68	113.35	154.98	529.90	1068.91	09/28/2020	375.00	T
208.09	69.02	124.83	645.59	1047.53	08/10/2020	624.24	O
715.50	201.78	148.42	0.00	1065.70	10/14/2020	36.21	O
442.30	217.30	207.34	1034.97	1901.91	04/16/2020	109.70	T
648.82	132.84	154.85	508.56	1445.07	09/29/2020	400.00	T
248.16	347.22	453.21	655.96	1704.55	08/31/2020	1746.29	T
180.55	133.94	165.49	631.69	1111.67	08/18/2020	40.00	
651.83	194.13	182.52	1877.29	2905.77	10/01/2020	175.00	

City of College Park

A / R A G I N G

02/09/2021 09:36:03

Page: 2

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount	
				505.75	116.81	101.25	374.35	1098.16	08/10/2020	157.28	T
				693.32	188.41	194.78	298.34	1374.85	01/20/2021	50.85	T
				388.62	88.80	109.28	509.98	1096.68	10/26/2020	400.00	T
				370.65	98.89	65.25	1142.81	1677.60	02/03/2021	50.00	T
				821.79	184.28	52.72	0.00	1058.79	01/26/2021	45.00	
				960.23	254.38	246.47	0.00	1461.08	01/25/2021	275.26	T

30 Subtotals for Cycle 008

26932.98 5855.56 5423.93 14340.36 52552.83

Cycle: 15

245.55	197.55	118.20	786.92	1348.22	09/25/2020	1200.00	T
383.09	174.25	55.02	648.02	1260.38	09/02/2020	226.49	O
545.29	404.75	301.28	48.85	1300.17	09/02/2020	18.16	O
620.26	356.61	202.37	543.55	1722.79	09/23/2020	706.38	T
10633.18	534.43	0.00	0.00	11167.61	01/15/2021	21438.69	O
615.94	358.65	225.76	309.91	1510.26	01/14/2021	350.00	T
774.70	395.46	0.00	0.00	1170.16	11/27/2020	271.42	O
147.83	138.53	163.85	655.47	1105.68	10/20/2020	251.00	T
303.58	162.80	144.37	685.56	1296.31	09/22/2020	400.00	T
370.38	209.38	145.18	700.87	1425.81	10/01/2020	112.08	T
387.38	211.41	115.90	732.30	1446.99	06/08/2020	60.00	T
35355.02	37281.51	13933.01	0.00	86569.54	01/27/2021	8118.25	O

12 Subtotals for Cycle 015

50382.20 40425.33 15404.94 5111.45 111323.92

Cycle: 25

12034.18	7318.08	0.00	0.00	19352.26	01/07/2021	7318.08	O
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1 Subtotals for Cycle 025

12034.18 7318.08 0.00 0.00 19352.26

54 Grand Totals

98032.45 57284.47 23691.42 23499.96 202508.30

SELECTION CRITERIA

Minimum Balance:1000.00
A/R Block 1:30
A/R Block 2:60
A/R Block 3:90

Filter:
(category = 'RF' AND end_date IS NULL)

City of College Park

A / R A G I N G

02/09/2021 09:36:05

Page: 3

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
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City of College Park

A / R A G I N G 02/09/2021 09:21:31

Page:1

Cyc	Rte	Account Name	Home Phone					--- Last Payment ---		
				0 to 30	31 to 60	61to90	Over 91	Total	Date	Amount
Cycle: 1										
				1283.04	641.52	0.00	0.00	1924.56	11/09/2020	641.52
				2893.08	833.41	0.00	0.00	3726.49	01/21/2021	500.00
				1364.36	1311.86	1257.31	0.00	3933.53	10/28/2020	1268.98
				734.71	252.84	253.03	268.57	1509.15		
4 Subtotals for Cycle 001				6275.19	3039.63	1510.34	268.57	11093.73		
Cycle: 8										
				1700.23	789.82	0.00	0.00	2490.05	01/19/2021	820.94T
1 Subtotals for Cycle 008				1700.23	789.82	0.00	0.00	2490.05		
Cycle: 15										
				184.81	417.00	1431.10	0.00	2032.91	10/19/2020	1266.67 O
				206.30	738.58	863.22	461.23	2269.33	01/15/2021	738.58 O
				285.85	77.63	547.74	1996.12	2907.34	11/02/2020	
				1147.77	1165.51	0.00	0.00	2313.28	12/01/2020	
4 Subtotals for Cycle 015				1824.73	2398.72	2842.06	2457.35	7209.58		
Cycle: 21										
				34.00	34.00	34.00	1092.10	1194.10	02/01/2021	50.00 O
1 Subtotals for Cycle 015				34.00	34.00	34.00	1092.10	1194.10		

City of College Park

A / R AGING 02/09/2021

09:21:31 Page:2

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61to90	Over 91	Total	Date	--- Last Payment --- Amount
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10 Grand Totals

9834.15				6262.17		4386.40		3818.02		21987.46
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SELECTION CRITERIA

Minimum Balance:1000.00
A/R Block 1:30
A/R Block 2:60
A/R Block 3:90

Filter:
 (category = 'CF' AND end_date IS NULL)

City of College Park

A / R A G I N G

02/09/2021 08:34:01

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
Cycle:		15								
				256.31	86.24	104.26	748.91	1195.72	01/14/2021	140.00 O
				379.55	220.14	146.55	819.59	1565.83	08/14/2020	952.00 O
				421.49	223.89	95.94	607.25	1348.57	08/10/2020	400.00 T
				457.47	253.32	131.21	586.07	1428.07	06/04/2020	646.95
				965.50	474.98	0.00	0.00	1440.48	01/14/2021	1000.00 O
				2120.81	125.95	0.00	0.00	2246.76	01/22/2021	174.00 T
				778.62	308.24	293.24	714.09	2094.19	01/25/2021	300.00 T
7 Subtotals for Cycle 015				5379.75	1692.76	771.20	3475.91	11319.62		
7 Grand Totals				5379.75	1692.76	771.20	3475.91	11319.62		

SELECTION CRITERIA

Minimum Balance: 1000.00
A/R Block 1:30
A/R Block 2:60
A/R Block 3:90

Filter:
 (category = 'RC' AND end_date IS NULL)

City of College Park

A / R A G I N G

02/09/2021 08:37:17

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
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Cycle: 15

0 Subtotals for Cycle 015

0.00	0.00	0.00	0.00	0.00
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0 Grand Totals

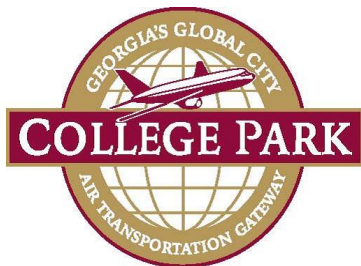
0.00	0.00	0.00	0.00	0.00
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SELECTION CRITERIA

Minimum Balance:1000.00
A/R Block 1:30
A/R Block 2:60
A/R Block 3:90

Filter:
(category = 'CC' AND end_date IS NULL)

City of College Park											
TOP TEN UTILITY CUSTOMER OUTSTANDING BALANCES											
2/9/2021											
Prepared By Kimberli Johnson											
Business											
Prior Adjustments	Payment Plan	Liens	BUSINESS NAME	ADDRESS	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
n/a	No	No			\$2,692.73	\$183.78	\$760.98	\$3,637.49	Yes	90days	Account Active reminder letter was sent on Jan 15th. Electric is disconnected
n/a	No	No			\$2,907.34	\$0.00	\$0.00	\$2,907.34	Yes	60 days	Account Active reminder letter was sent on Feb 8th. Electric is disconnected.
n/a	No	No			\$2,245.66	\$0.00	\$109.30	\$2,354.96	Yes	60days	Account is Active reminder letter was sent on Jan.15th. Pymt for \$500.00 1-21-21
n/a	No	No			\$1,676.30	\$211.96	\$425.02	\$2,313.28	Yes	60days	Account is Active reminder letter was sent on Feb 8th. Last pymt 12-01-20
Apartments											
Prior Adjustment	Payment Plan	Liens	APARTMENT NAME	ADDRESS	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
n/a	No	No			\$0.00	\$85,415.34	\$1,154.20	\$86,569.54	Yes	90 days	Account is Active reminder letter was sent on Feb 8th. Cash account
n/a	No	No			\$0.00	\$0.00	\$7,318.08	\$7,318.08	Yes	60 days	Account is Active. Payment pending for \$7,318.08 2-9-21
n/a	No	No			\$2,032.91	\$0.00	\$0.00	\$2,032.91	Yes	60 days	Account is Active Electric disconnected. Last pymt 10-19-2020
n/a	No	No			\$2,269.33	\$0.00	\$0.00	\$2,269.33	Yes	30 days	Account is Active Electric disconnected. Reminder letter was sent 2-8-21. Last pymt 01-15-21
Residential											
Prior Adjustment	Payment Plan	Liens	CUSTOMER NAME	Account #	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
No	No	No			\$2,407.79	\$670.39	\$191.40	\$3,269.58	Yes	60 days	Account is Active a reminder letter was sent on Jan 15th. The electric is disconnected.
No	No	No			\$1,729.18	\$1,032.60	\$254.45	\$3,016.23	Yes	90 days	Account is Active a reminder letter was sent on Jan15th. The account holder is a Senior Citizen. Pymt pending for \$500.00 Disconnection pending.
TOTALS					\$17,961.24	\$87,514.07	\$10,213.43	\$115,688.74			
		NUL	Signifies that Lien has not been filed due to legal statue (not property owner)								
		*	Represents Lien filed against account								
		N/A	Signifies account Lien has not been filed								
	yes		Signifies account received prior billing adjustment								
	N/A		Signifies account that has not received prior billing adjustment								



CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8637

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Interim City Manager

FROM: Althea Philord-Bradley, Director of Finance & Accounting

RE: College Park Utility Assistant Grant Program Update

As of February 10, 2021, the progress status of the College Park CARES Utility Assistance Grant is as follows:

Total Number of Approved Applications to-date: 113

Total Amount of the Utility Assistance Grant Awarded: \$ 118,152.88

Total Number of Applications Pending / Incomplete: 190

- 124 Applicant Files- pending/ Files Incomplete & pending receipt of requested documents
- 3 Applicant Files- reviewed /pending due to no past due bill
- 56 Applicant Files - Pending/ Need to be contacted to request verification documents
- 7 Applicant Files - Pending return by February 8,2021 for new customer services referral applicants.

Total Number of Denied Applications to-date: 85

Total Number of utility customers on the aging report as of January 12th, 2021: There are 73 Fulton County residents that are showing as delinquent on the utility aging report. Of the 73, there are approximately 12 individuals that have applied for the utility assistance grant and they all have been contacted.

**Total Number of Applications Received from Initial Application Deadline
(September 1, 2020 to October 31,2020): 372**

Total Number of Application Received as of January 25, 2021: 388

Our increase in application numbers is due to a new opportunity being extended as of January 14, 2021, to utility customers experiencing disconnection of services. The customers who qualify, meaning they have a COVID-19 related financial hardship, reside within the City's Limits/Fulton County and have not previously applied for utility assistance with us or other entities, are being referred by Customer Services to submit a new grant application. This referral option provides utility customers who qualify, two (2) weeks of temporarily reconnected services while their new application is being processed, as well as additional time to gather their monies for payment for reconnection in the event that their application is not approved. This option is reaching out to the residents who missed the initial deadline and has generated a high level of responsiveness. The referral customers have been astute about completing their applications and submitting the required documents within the required 7 business days. This opportunity is also "encouraging" previous applicants with a pending file status to submit their documents. In keeping with COVID-19 safety protocols, the grant coordinator will be available to distribute new applications from 2pm to 5pm, at the last customer service window on disconnection days.

As of February 10, 2021, there are 24 participants in the customer service referral program to apply for the Utility Assistance Grant.

Of the 24 participants assisted:

- *6 customers were existing applicants*
- *18 were new applicants*
- *14 applicants have been approved to date*
- *3 applicants have been denied due to residing in Clayton County and inability to demonstrate COVID 19 Related hardship.*

Currently still pending approval are 7 applications who were supposed to turn in their documents by February 8, 2021.

The obstacles we are experiencing, which have created a delay in the approval process are as follows:

- Most applicants did not complete the application correctly or thoroughly and are having to meet with the grant coordinator face to face to make those updates. (We are encountering applicants with disabilities which requires additional assistance.)
- Approximately 124 applicants have received a request for required documents and

have not responded. They are pending required document submission to complete their file and enter the review process. Some of these applicants were referred to us once their utility services were disconnected and submitted a new application.

Obstacles creating a delay in the approval process (Continued):

- Other delays which are currently being addressed included the need for additional staff to replace the previous staff member, who took a leave of absence due to personal reasons, was assisting the grant coordinator with clerical tasks such as applicant phone calls, typing and emailing correspondence, assisting with face to face meetings with applicants and maintaining updated applicant files. Currently a candidate who will assist the Grant Administrator with the afore mentioned tasks is in the hiring process.
- During January 14 - January 19, 2021 GA Department of Driver's Services was closed to update their systems. This shutdown prevented many of our utility assistance grant applicants from submitting updated GA Identification, which is a required document. Temporarily, so as not to delay the approval process, we accepted a full copy of their executed lease to serve as proof of residency. However, these applicants will still be required to submit their updated GA Identification immediately.
- Previously, the grant coordinator has contacted applicants more than the required 3 times to request required documents. We have tried to be lenient with the applicants, following up with them as many as up to 6 times to request documents, to provide them ample opportunity to qualify for the grant. In an effort to process more applications, we will adamantly adhere to contacting applicants a maximum of 3 times to request documents.
- The grant coordinator has encountered applicants who are facing other challenges that they claim prevent them from providing the required updated Identification documentation requested to prove residency. (E.g. Applicant is having challenges re-instating a suspended driver's license in order to update the address, another applicant says she cannot afford the fee to update both her driver's license and Georgia Identification card which is required to do simultaneously by the DDS system., etc.)
- Many applicants are still providing documents that do not meet the requirement criteria and are having to resubmit documents multiple times. (i.e. submitting driver's license or GA Identification that does not have same address as their utility account for every adult in the household , not providing proof of prior income or submitting documents via email that are illegible, difficult to print and hard to read.)

- Many applicants have not been able to provide evidence that they have suffered a job/income loss or a hardship caused by the COVID 19 Pandemic specifically, as required criteria set in the executed contract.(i.e. Many applicants receiving Social Security as their only means of income did not experience a loss of income due to the COVID-19 pandemic; Many have job/ income loss or medical bills, etc. which were incurred prior to the outbreak of the COVID-19 Pandemic).

Utility Assistance Progress Memorandum

Page 4

- A large number of ineligible applicants do not reside in the correct jurisdiction to apply or to receive the Utility Assistance Grant. (i.e. numerous applications were received from residents of Clayton County, Union City, Southwest Atlanta, Sandy Springs, Fairburn, City of South Fulton, etc.)
- Many applicants were thought to be ineligible due to utility account balances not being past due, however after Jackson Myers spoke with Kim Benjamin, it was pointed out that the contract does not require an applicant to have a past due bill in order to receive assistance as long as they meet the eligibility criteria and provide the required documentation. However, many applicants were ineligible due to not being the account holder or moving out of the residence for which they applied for assistance. The grant does not have portability and applications cannot be transferred to the applicant's new address.

ATTACHMENTS:

- Grant Progress Memo Feb 10 2021 (PDF)

Review:

- Althea Philord-Bradley Completed 02/10/2021 3:12 PM
- Rosyline Robinson Completed 02/10/2021 3:22 PM
- Jackson Myers Completed 02/10/2021 3:24 PM
- Mercedes Miller Completed 02/10/2021 3:26 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM



CITY OF COLLEGE PARK

P.O. BOX 87137 • COLLEGE PARK, GA. 30337 • 404/767-1537

February 10, 2021

MEMORANDUM

To: Althea P. Bradley, Director, Finance

From: Donnea N. Anderson, Grant Coordinator, College Park CARES Utility Assistance

RE: College Park CARES Utility Assistance Grant Progress Status as of 2/10/2021

As of February 10, 2021, the progress status of the College Park CARES Utility Assistance Grant is as follows:

Total Number of Approved Applications to-date: 113

Total Amount of the Utility Assistance Grant Awarded: \$ 118,152.88

Total Number of Applications Pending / Incomplete: 190

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- 7 Applicant Files – Pending return by February 8,2021 for new customer services referral applicants.

Total Number of Denied Applications to-date: 85

Total Number of utility customers on the aging report as of January 12th, 2021: There are 73 Fulton County residents that are showing as delinquent on the utility aging report. Of the 73, there are approximately 12 individuals that have applied for the utility assistance grant and they all have been contacted.

Total Number of Applications Received from Initial Application Deadline (September 1, 2020 to October 31,2020): 372

Utility Assistance Progress Memorandum

Page 2

Total Number of Application Received as of January 25, 2021: 388

Our increase in application numbers is due to a new opportunity being extended as of January 14, 2021, to utility customers experiencing disconnection of services. The customers who qualify, meaning they have a COVID-19 related financial hardship, reside within the City's Limits/Fulton County and have not previously applied for utility assistance with us or other entities, are being referred by Customer Services to submit a new grant application. This referral option provides utility customers who qualify, two (2) weeks of temporarily reconnected services while their new application is being processed, as well as additional time to gather their monies for payment for reconnection in the event that their application is not approved. This option is reaching out to the residents who missed the initial deadline and has generated a high level of responsiveness. The referral customers have been astute about completing their applications and submitting the required documents within the required 7 business days. This opportunity is also "encouraging" previous applicants with a pending file status to submit their documents. In keeping with COVID-19 safety protocols, the grant coordinator will be available to distribute new applications from 2pm to 5pm, at the last customer service window on disconnection days.

As of February 10, 2021, there are 24 participants in the customer service referral program to apply for the Utility Assistance Grant.

Of the 24 participants assisted:

- 6 customers were existing applicants
- 18 were new applicants
- 14 applicants have been approved to date
- 3 applicants have been denied due to residing in Clayton County and inability to demonstrate COVID 19 Related hardship.

Currently still pending approval are 7 applications who were supposed to turn in their documents by February 8, 2021.

The obstacles we are experiencing, which have created a delay in the approval process are as follows:

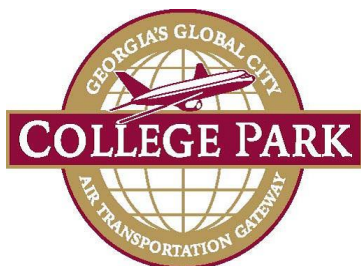
- Most applicants did not complete the application correctly or thoroughly and are having to meet with the grant coordinator face to face to make those updates. (We are encountering applicants with disabilities which requires additional assistance.)
- Approximately 124 applicants have received a request for required documents and have not responded. They are pending required document submission to complete their file and enter the review process. Some of these applicants were referred to us once their utility services were disconnected and submitted a new application.

Utility Assistance Progress Memorandum**Page 3****Obstacles creating a delay in the approval process (Continued):**

- Other delays which are currently being addressed included the need for additional staff to replace the previous staff member, who took a leave of absence due to personal reasons, was assisting the grant coordinator with clerical tasks such as applicant phone calls, typing and emailing correspondence, assisting with face to face meetings with applicants and maintaining updated applicant files. Currently a candidate who will assist the Grant Administrator with the afore mentioned tasks is in the hiring process.
- During January 14 – January 19, 2021 GA Department of Driver’s Services was closed to update their systems. This shutdown prevented many of our utility assistance grant applicants from submitting updated GA Identification, which is a required document. Temporarily, so as not to delay the approval process, we accepted a full copy of their executed lease to serve as proof of residency. However, these applicants will still be required to submit their updated GA Identification immediately.
- Previously, the grant coordinator has contacted applicants more than the required 3 times to request required documents. We have tried to be lenient with the applicants, following up with them as many as up to 6 times to request documents, to provide them ample opportunity to qualify for the grant. In an effort to process more applications, we will adamantly adhere to contacting applicants a maximum of 3 times to request documents.
- The grant coordinator has encountered applicants who are facing other challenges that they claim prevent them from providing the required updated Identification documentation requested to prove residency. (E.g.Applicant is having challenges re-instating a suspended driver’s license in order to update the address, another applicant says she cannot afford the fee to update both her driver’s license and Georgia Identification card which is required to do simultaneously by the DDS system., etc.)
- Many applicants are still providing documents that do not meet the requirement criteria and are having to resubmit documents multiple times. (i.e. submitting driver’s license or GA Identification that does not have same address as their utility account for every adult in the household , not providing proof of prior income or submitting documents via email that are illegible, difficult to print and hard to read.)
- Many applicants have not been able to provide evidence that they have suffered a job/income loss or a hardship caused by the COVID 19 Pandemic specifically, as required criteria set in the executed contract.(i.e. Many applicants receiving Social Security as their only means of income did not experience a loss of income due to the COVID-19 pandemic; Many have job/ income loss or medical bills, etc. which were incurred prior to the outbreak of the COVID-19 Pandemic).

Utility Assistance Progress Memorandum**Page 4**

- A large number of ineligible applicants do not reside in the correct jurisdiction to apply or to receive the Utility Assistance Grant. (i.e. numerous applications were received from residents of Clayton County, Union City, Southwest Atlanta, Sandy Springs, Fairburn, City of South Fulton, etc.)
- Many applicants were thought to be ineligible due to utility account balances not being past due, however after Jackson Myers spoke with Kim Benjamin, it was pointed out that the contract does not require an applicant to have a past due bill in order to receive assistance as long as they meet the eligibility criteria and provide the required documentation. However, many applicants were ineligible due to not being the account holder or moving out of the residence for which they applied for assistance. The grant does not have portability and applications cannot be transferred to the applicant's new address.



CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8621

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Interim City Manager

FROM: Mike Mason, Public Works Director

RE: LMIG FY 2020 Street resurfacing Project

PURPOSE: To mill and resurface Colonial Drive from Herschel Road to the Dead End.

REASON: It was requested that Colonial Drive be resurfaced due to the street condition. Therefore, a request for proposal was sent out in order to solicit bids for this resurfacing project.

RECOMMENDATION: Mayor and City Council approve for Mullins Brothers Paving, low bidder, to mill and resurface Colonial Drive in the amount of \$51,000.00 using grant funds received from the GDOT resurfacing program. There is \$101,925.03 remaining to be applied towards the LMIG street resurfacing project.

BACKGROUND: The Georgia Department of Transportation has awarded the City of College Park a formula amount of \$178,808.36 for street resurfacing projects. The City will be responsible for 17,880.84, the required 10% match of the awarded amount. This un-budgeted amount will be requested when the remaining projects be submitted to Mayor and Council for approval.

YEARS OF SERVICE: 7-10 years

COST TO CITY: None require for this project.

BUDGETED ITEM: N/A

REVENUE TO CITY: None.

CITY COUNCIL HEARING DATE: February 15, 2021.

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None.

AFFECTED AGENCIES: None.

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: None

REQUIRED CHANGES TO WORK PROGRAMS: No.

STAFF: Raymond Cotton

ATTACHMENTS:

- Agenda Memo ID #2021-8621 - RFP - STREET RESURFACING @ COLONIAL DR - 012721 (PDF)
- RFP - STREET RESURFACING @ Colonial Dr - Specs (PDF)

Review:

- Mike Mason Completed 02/08/2021 6:50 PM
- Rosyline Robinson Completed 02/09/2021 9:06 AM
- Purchasing Completed 02/09/2021 9:13 AM
- Finance Completed 02/09/2021 6:46 PM
- Mercedes Miller Completed 02/10/2021 1:27 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM



CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

AGENDA MEMORANDUM NO. 2021-8621

DATE: FEBRUARY 9, 2021

TO: OFFICE OF THE CITY MANAGER

FROM: WILLIS MOODY, PURCHASING & FLEET ADMINISTRATOR

SUBJECT: RFP – STREET RESURFACING @ COLONIAL DR - 012721
SEALED BID OPENING

The purpose of this communication is to secure the approval to purchase the following item(s). Please include the following item(s) on the upcoming Mayor/Council agenda.

Item Description: Street Resurfacing @ Colonial Dr

Budgeted item(s): This project budgeted under the LMIG

Recommendations: Mullins Brothers Paving recommended at \$51,100.00 as most responsive to the City this project

Explanation of recommendation in full:

The bid was published on the City of College Park website under the Bids/RFPs location, Vendor Registry.com, DOAS GPR (Georgia Procurement Registry) and the National Association of Minority Contractors - Georgia Chapter. The advertisement was published from January 6, 2021 thru January 27, 2021 at 9:30 am.

No pre-bid meeting/conference needed for this solicitation.

There was an official Zoom (virtual) bid opening Tuesday, January 27, 2021 at 10:00 am with four vendors (East Coast Grading, HEH Paving, Mullins Brothers Paving, Atlanta Paving & Concrete Construction) logged into the meeting.

Raymond Cotton represented Public Works for the bid open

Zoom meeting link:

<https://us04web.zoom.us/j/76412170414?pwd=eHBJK0x5Q0ppdTVtdmRybklNNmNOUT09>

Meeting ID: 764 1217 0414 - Passcode: rKTV58



CITY OF COLLEGE PARK

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Tabulation Matrix

RFP – STREET RESURFACING @ COLONIAL DR – 012721

	Company Name	Bid Amount	Minority Y/N Class	Is company located within the City Limits	Previous Work w/CP?
1	Atlanta Paving & Concrete Construction (non-responsive)	\$39,750.00	N	N	Y
2	Mullins Brothers Paving	\$51,100.00	N	N	Y
3	HEH Paving	\$51,562.50	Y (AABE)	N	Y
4	East Coast Grading	\$69,329.22	N	N	Y
5	Stewart Bros.	\$72,298.00	N	N	N

See the Bid Tabulation Sheet for results of opening. The original proposals are available for review in the Purchasing Department, schedule a time in advance.

Minority Status Legend:

- (1) African American Business Enterprise (**AABE**) (2) Hispanic Business Enterprise (**HBE**)
 (3) Female Business Enterprise (**FBE**) (4) Asian Business Enterprise (**ABE**)
 (5) Native American Business Enterprise (**NABE**)

City of College Park
 Willis Moody
 Purchasing/Fleet Administrator
 College Park, GA 30337



PURPOSE



SPECIFICATION(S)/S.O.W.

GENERAL PURPOSE

The City of College Park (City) is soliciting proposals from qualified contractors to provide professional contractual services for the Department of Public Works, Highways and Streets Division to complete a LMIG street resurfacing project.

Any problems encountered with equipment or materials or labor shall be corrected by the contractor at “NO” additional expense to the City of College Park. All resurfacing projects shall also be warranted for one (1) year after completion.

DESCRIPTION of PROJECT

Proposals for this street resurfacing work on Colonial Drive from Herschel Road to Green-Spring Road (Dead-end), with the following specification as identified:

1. For resurfacing, clean, tack each listed street; resurface with 1.5 inches thick layer of 12.5 mm super pave topping material, per each individual as identified street specification at a total lump sum cost.
2. For milling, mill 1.5-inch existing pavement to restore proper grade and or transverse slope, for the 12.5 mm super pave topping material with lime, per each individual as identified per street list specification at a total lump sum cost.
3. Estimate price to include,
 - a. Full width curb to curb
 - b. Restripe linear road markings
 - c. Centerline
 - d. Stop bars, on each resurfacing project, this should be included in the lump sum price
4. Any additional City Parking Spaces, if applicable as identified street specification for the entire length of the project at a total lump sum cost.
5. Linear lines shall be painted with Reflective beads
6. Thermo-plastic material to be used for all turns arrows, stop bars, and crosswalks, edge lines, words symbol and bike lanes.
7. Warning and advance signs are to be displayed 24 hrs. in advance; alerting motorist and the citizens of College Park street resurfacing activities will be take place.
 - a. Include begin and end date of resurfacing project at all times
 - b. Temporary reflective tape shall be use on each individual listed street.
8. Have designated certify flagging personnel present on site actively directing traffic during until completion of the resurfacing project.
9. Contractor must provide a 24-hours clean-up service when each project is completed.
10. All drainage structures within the limits of each project listed will be maintained throughout the duration of the project any debris that goes in drainage structures because

of resurfacing or milling operation will be cleaned out at no additional cost to the City of College Park.

11. The City will locate and identify all manholes and water values
12. An inspection will be done by the City of College Park Public Works Division

QUOTE SHEET

Bidding Company:

Company Rep:

Project Name: Street Resurfacing @ Colonial Dr

Road Name	Beginning	Ending	Length (mi) Contractor to supply measurements	Scope of Work	Mill	Perma Pave	12.5 MM Super Pave	Lump Sum Price
Colonial Drive	Herschel Road	Green Spring Road Dead-end		Mill/Inlay	1½"	NO	1½"	
Lump Sum Grand Total								



CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8622

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Interim City Manager

FROM: Artie Jones, Director of Economic Development

RE: Rhodes Street Design Services

PURPOSE: Mayor and Councils consideration in authorizing the Mayor to execute a professional services agreement to complete the Rhodes Street final roadway plans from the Rhodes Street bridge to Redwine Avenue. Please see memorandum dated February 4, 2021 from Economic Development Director Artie Jones, III and supporting documentation.

REASON: Design final roadways plans for Rhodes Street from Camp Creek Parkway to Redwine Avenue.

RECOMMENDATION: Staff recommends that the City Council authorize the Mayor to execute the agreement for professional services.

BACKGROUND: The Six West Development is being developed by the College Park Business and Industrial Development Authority. Several BIDA parcels currently under contract require that the City design and start construction of Rhodes Street from Camp Creek Parkway to Redwine Avenue. Final designs for Rhodes Street are required prior to commencing forward with construction of Rhodes Street and the closing of several properties currently under contract.

COST TO CITY: \$255k

BUDGETED ITEM: No. This item will be paid for through Tax Allocation District fund balance.

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: February 15, 2021

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: None

REQUIRED CHANGES TO WORK PROGRAMS: None

STAFF: Jackson Myers, Infrastructure & Development
Jesse Frazier, BDR-Consultant
Edmund Wall, Financial Advisor

ATTACHMENTS:

- 2021-2-1 Roadway Design Proposal without ESA[5704] (PDF)
- Rhodes Street Roadway Design Map (PDF)

Review:

- Artie Jones Completed 02/04/2021 12:49 PM
- Jackson Myers Completed 02/04/2021 1:56 PM
- Rosyline Robinson Completed 02/09/2021 11:18 AM
- Mercedes Miller Completed 02/10/2021 1:28 PM
- Althea Philord-Bradley Pending
- Mayor & City Council Pending 02/15/2021 7:30 PM



January 22, 2021

Artie Jones, III, MPA
 Director of Economic Development
 Executive Director of Clearly College Park
 City of College Park
 3667 Main Street
 College Park, GA 30337

Re: Agreement for Professional Services:
 Rhodes Street from Camp Creek Parkway to Redwine Avenue Design

Dear Mr. Jones:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this proposal (the "Proposal") to the City of College Park ("Client") for providing final roadway plans for a complete streets design for Rhodes Street from Camp Creek Parkway to Redwine Avenue.

Project Understanding

The Client is seeking construction documents for Rhodes Street from Camp Creek Parkway to Redwine Avenue. Per the Six West Development Plan prepared for the Client, Rhodes Street will be two lanes in each direction with a raised median and separated facilities for bicycles and pedestrians between Camp Creek Parkway and Yale Avenue. From Yale Avenue to Redwine Avenue, Rhodes Street will be one lane in each direction with separated facilities for bicycles and pedestrians. The intersection of Rhodes Street and Columbia Avenue is proposed to be a roundabout. A bridge is under design for the Camp Creek Tributary 7.1 between Yale Avenue and Columbia Avenue by separate contract. The bridge will be designed in such a way to immediately provide one travel lane in each direction with separated bicycle and pedestrian facilities, while also accommodating for an ultimate widening to add one travel lane in each direction upon build out.

The City of College Park has requested that Kimley-Horn provide scope to design Rhodes Street from Redwine Avenue to Camp Creek Parkway. The Rhodes Street roadway design will extend from the bridge at the South Fork Camp Creek Tributary 7.1 crossing approximately 0.35 miles north to Redwine Avenue and approximately 0.14 miles south to Camp Creek Parkway.

Task 1 Municipal Separate Storm Sewer System

Task 1 details the additional stormwater analysis required to incorporate the proposed design for this additional 0.5 miles of Rhodes Street into the Stormwater Management Plan for the Rhodes Street Bridge project. The following tasks will be a continuation of Task 2.C

(Stormwater Concept Plan) and Task 2.D (Stormwater Management Plan) of the Task Order 3 (Rhodes Street Bridge Design) contract.

Kimley-Horn will incorporate the additional 0.5 miles of Rhodes Street described in the project understanding into the MS4 Concept Report Summary and analysis that will be prepared as part of Task Order 3. Additional points where runoff leaves along the extended Rhodes Street corridor will be identified as outfall points. Additional conceptual best management practices (BMPs) will be identified in the concept plan.

Kimley-Horn will incorporate the additional 0.5 miles of Rhodes Street into the Stormwater Management Plan that will be prepared as part of Task Order 3. Up to four (4) additional best management practice (BMP) designs will be developed. Kimley-Horn will design and size the additional four BMPs to treat post-development stormwater management to meet City of College Park performance criteria on the future final phase four-lane build-out. Up to three (3) additional downstream analyses will be provided to evaluate potential effects of the additional 0.5 miles of roadway construction along Rhodes Street.

Task 2 Geotechnical Testing (to be completed by Subconsultant)

Pavement Coring

Kimley-Horn's Geotechnical Subconsultant will obtain a total of five (5) asphalt cores of existing pavement within the project limits. The asphalt and stone subbase thicknesses will be determined at each core location. Hand auger borings of the roadway will be performed to depths of approximately two (2) to three (3) feet below the pavement surface. Soil samples will be obtained at each location for lab testing. The purpose of the field exploration is to provide information on the asphalt, subbase, and soil conditions at selected locations in the study areas.

Hand Auger Borings

A total of seven (7) hand auger borings along the shoulders of the existing roadway alignment will be performed. The hand augers will be advanced to depths ranging from four (4) to eight (8) feet below the existing ground surface. The purpose of the field exploration is to provide information on the soil and groundwater conditions along the roadway alignment.

Laboratory Testing

Upon completion of pavement coring and hand auger operations, the samples will be returned to the Subconsultant's laboratory. To assist in soil classification and estimation of engineering properties for the geotechnical engineering evaluation, limited laboratory soil testing will be performed. Laboratory work on selected samples will include moisture content, wash #200 gradation analysis, Atterberg Limit testing, standard Proctor testing, and CBR testing. The Geotechnical Subconsultant will conduct laboratory tests in general accordance with ASTM or other widely accepted standards. Soil samples returned to the laboratory will be discarded 30 days after submitting the written report.

Engineering and Reporting

When the field exploration and laboratory testing has been completed, the Geotechnical

Subconsultant will perform a pavement design evaluation using the GDOT Pavement Design tool to develop a new pavement section for the project.

A written report outlining the findings and recommendations will be provided. An electronic, color PDF-version of the report will be issued after completion. The report will describe the site conditions, geologic information, existing pavement section thicknesses, and subsurface data. The report will also include the boring logs and laboratory testing results, and pavement design recommendations for the site relative to the proposed roadway improvements.

Task 3 Roadway Design

Kimley-Horn will prepare construction plans for roadway improvements along Rhodes Street within the limits described in the project understanding. Plans will consist of the following sheets:

- Cover Sheet
- Index
- Project general notes
- Roadway typical sections
- Quantities (final construction plans only)
- Roadway plan and profile sheets
- Stormwater drainage profiles
- Roadway cross sections
- Utility relocation plans – Proposed relocations involving public utility providers (e.g. Georgia Power) will be designed by utility owners and provided to Kimley-Horn. Kimley-Horn will incorporate proposed relocation designs into our plans. Design of utility relocations by Kimley-Horn is not included in this scope of services.
- Roadway signing and marking plans
- Roundabout Grading Plan
- Staging and maintenance of traffic plan
- Erosion, Sedimentation and Pollution Control Plans – The erosion plans will consist of BMP locations only. NPDES plans and permitting are not included. It is assumed that the roadway improvements will be permitted as a part of the site development permitting.
- Construction details, specifications, special provisions and material callouts

Kimley-Horn will prepare technical special provisions (i.e. specifications) related to our scope of work. It is anticipated that most standard roadway items will be governed by GDOT standard specifications, current edition, which will be referenced in the construction plans.

Kimley-Horn will submit plans for client review at the 50% and 90% stages of completion. After each submittal, Kimley-Horn will respond to comments from up to one (1) review by the Client. Meeting allocation for construction document phase – scope assumes up to four (4) meetings with the Client with up to two (2) Kimley-Horn staff members.

Task 4 Pre-Bid Services and Construction Phase Services

Kimley-Horn will provide the following Pre-Bid Services and Construction Phase Services for roadway construction:

- Kimley-Horn shall attend the pre-bid meeting to answer questions from contractors regarding the proposed improvement.
- Kimley-Horn will provide written responses to pre-bid questions from contractors related to bridge construction during bid phase.
- Kimley-Horn will evaluate the submitted bids for bridge construction and provide recommendation to Client for contract award.
- Attend one (1) pre-construction meeting or conference call and respond to questions received during the pre-construction meeting.
- Perform up to eighteen (18) bi-weekly site observation visits. The total number of anticipated site visits is based on the anticipated construction duration of up to nine (9) months. The purpose of Design Professional's site visits will be to enable Design Professional to better carry out the duties and responsibilities specifically assigned in this Agreement to Design Professional, and to provide Client a greater degree of confidence that the completed Work will conform in general to the Contract Documents. Design Professional shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall Design Professional have authority over or responsibility for the means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, nor for any failure of Contractor to comply with laws and regulations applicable to Contractor's furnishing and performing the Work. Accordingly, Design Professional neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents
- Kimley-Horn will attend up to eighteen (18) owner-engineer-contractor (OEC) team meetings based on the anticipated construction duration. It is assumed OEC meetings will occur on site and that site observation visits will occur at the same time.
- Provide written clarifications and interpretations of the Contract documents based on Requests for Information (RFIs) submitted by the construction contractor. Design Professional anticipates up to twenty (20) RFI submittals.
- Kimley-Horn will provide reviews of Contractor's shop drawings, submittals and samples. Design Professional will review and take appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques,

equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs. Kimley-Horn anticipates up to ten (10) non-structural shop drawing submittals related to construction. Design Professional also assumes up to two (2) reviews per shop drawing submittal.

Client will contract directly with a material testing and inspection firm to provide those services required by the technical specifications.

Services Not Included

Any other services, including but not limited to the following, are not included in this Agreement:

- Survey
- Construction Engineering and Inspection

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. Additional services we can provide include, but are not limited to, the following:

- Utility location and/or Coordination
- Construction Phase Services
- Traffic Engineering Studies
- Landscape Architecture Design
- Lighting Plans

Information Provided By Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives.

Schedule

Kimley-Horn will provide services as expeditiously as practicable with the goal of meeting the following schedule:

- | | |
|--------------------------------------|-------------------|
| • NTP to Team | February 21, 2021 |
| • Conceptual Layout Complete | March 8, 2021 |
| • Final Plans/Construction Documents | June 1, 2021 |

Fee and Expenses

Kimley-Horn will perform the above services in Task 1 - 3 for the total lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar project



fees will be paid directly by the Client.

Task 1 - MS4	\$30,000 (Lump Sum)
Task 2 - Geotechnical Studies	\$10,000 (Lump Sum)
Task 3 - Roadway Design	\$180,000 (Lump Sum)
Task 4 – Pre-Bid and Construction Phase Services	\$35,000 (Estimated Hourly)
Total	\$255,000

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Consultant" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to City of College Park.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

_____ Please email all invoices to _____

_____ Please copy _____

If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute this Agreement in the spaces provided below. We will commence services only after we have received a fully-executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Mike Lobdell, P.E. PTOE
Project Manager
Attachment: Standard Provisions
Agreed to this _____ day of _____,
2021.



Sean P. Johnston, P.E.
Vice President

City of College Park, GA

By: _____

Title: _____

Witness: _____

KIMLEY-HORN AND ASSOCIATES, INC.
STANDARD PROVISIONS

(1) **Consultant's Scope of Services and Additional Services.** The Consultant will perform only the services specifically described in this Agreement. If requested by the Client and agreed to by the Consultant, the Consultant will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay the Consultant for any Additional Services an amount based upon the Consultant's then-current hourly rates plus an amount to cover certain direct expenses including telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Other direct expenses will be billed at 1.15 times cost.

(2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:

- (a) Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
- (b) Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project and all standards of development, design, or construction.
- (c) Provide the Consultant all available studies, plans, or other documents pertaining to the project, such as surveys, engineering data, environmental information, etc., all of which the Consultant may rely upon.
- (d) Arrange for access to the site and other property as required for the Consultant to provide its services.
- (e) Review all documents or reports presented by the Consultant and communicate decisions pertaining thereto within a reasonable time so as not to delay the Consultant.
- (f) Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary.
- (g) Obtain any independent accounting, legal, insurance, cost estimating and feasibility services required by Client.
- (h) Give prompt written notice to the Consultant whenever the Client becomes aware of any development that affects the Consultant's services or any defect or noncompliance in any aspect of the project.

(3) **Period of Services.** Unless otherwise stated herein, the Consultant will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that the Consultant does not control. If such delay or suspension extends for more than six months, Consultant's compensation shall be renegotiated.

(4) **Method of Payment.** Client shall pay Consultant as follows:

- (a) Invoices will be submitted periodically for services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by the Consultant and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 30 days after the Consultant's transmittal of its invoice, the Consultant may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
- (b) If the Client relies on payment or proceeds from a third party to pay Consultant and Client does not pay Consultant's invoice within 60 days of receipt, Consultant may communicate directly with such third party to secure payment.
- (c) If the Client objects to an invoice, it must advise the Consultant in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
- (d) If the Consultant initiates legal proceedings to collect payment, it may recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings. Such expenses shall include the cost, at the Consultant's normal hourly billing rates, of the time devoted to such proceedings by its employees.
- (e) The Client agrees that the payment to the Consultant is not subject to any contingency or condition. The Consultant may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of the Consultant to collect additional amounts from the Client.

(5) **Use of Documents.** All documents and data prepared by the Consultant are related exclusively to the services described in this Agreement, and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this project or on any other project. Any modifications by the Client to any of the Consultant's documents, or any reuse of the documents without written authorization by the Consultant will be at the Client's sole risk and without liability to the Consultant, and the Client shall indemnify, defend and hold the Consultant harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. The Consultant's electronic files and source code remain the property of the Consultant and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the

Client, and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the documents prepared by the Consultant, the hardcopy shall govern.

(6) **Opinions of Cost.** Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Consultant's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.

(7) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. The Consultant shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by the Consultant as a result of such termination.

(8) **Standard of Care.** The standard of care applicable to Consultant's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by the Consultant's performance of services, and it is agreed that the Consultant is not a fiduciary with respect to the Client.

(9) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and the Consultant, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of the Consultant and the Consultant's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of the Consultant or the Consultant's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by the Consultant under this Agreement or \$50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section 9 is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section 9 shall require the Client to indemnify the Consultant.

(10) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.

(11) **Construction Costs.** Under no circumstances shall the Consultant be liable for extra costs or other consequences due to unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Consultant shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before the Consultant has issued final, fully-approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.

(12) **Certifications.** All requests for the Consultant to execute certificates, lender consents, or other third-party reliance letters must be submitted to the Consultant at least 14 days prior to the requested date of execution. The Consultant shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which the Consultant does not have actual knowledge, or that would cause the Consultant to violate applicable rules of professional responsibility.

(13) **Dispute Resolution.** All claims by the Client arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.

(14) **Hazardous Substances and Conditions.** Consultant shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Consultant's services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. The Consultant will notify the Client of unanticipated hazardous substances or conditions of which the Consultant actually becomes aware. The Consultant may stop affected portions of its services until the hazardous substance or condition is eliminated.

(15) Construction Phase Services.

(a) If the Consultant prepares construction documents and the Consultant is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against the Consultant in any way connected thereto.

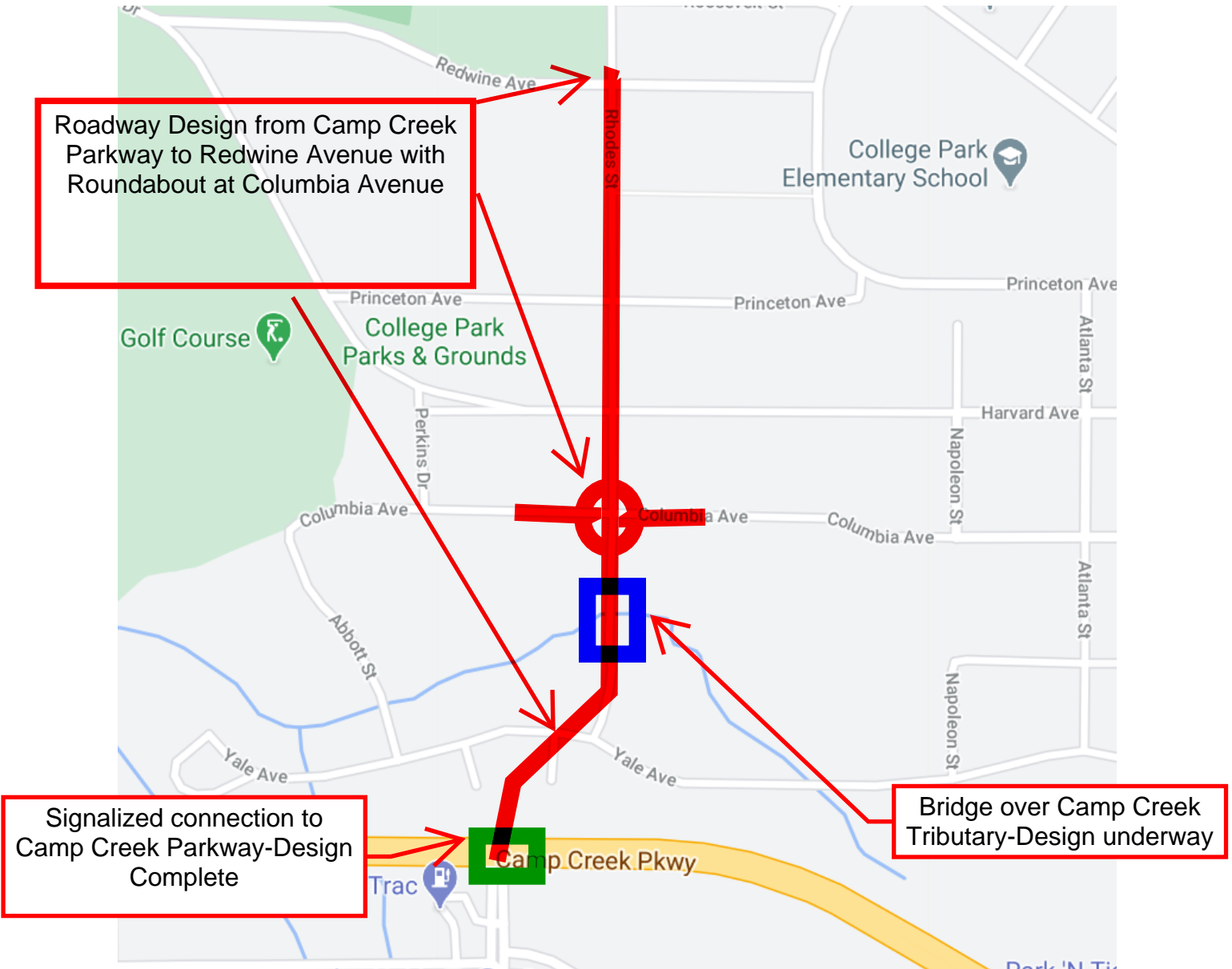
(b) The Consultant shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, sequence, schedule, safety programs, or safety practices, nor shall Consultant have any authority or responsibility to stop or direct the work of any contractor. The Consultant's visits will be for the purpose of endeavoring to provide the Client a greater degree of confidence that the completed work of its contractors will generally conform to the construction documents prepared by the Consultant. Consultant neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.

(c) The Consultant is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and the Consultant for all claims and liability arising out of job site accidents; and that the Client and the Consultant shall be made additional insureds under the contractor's general liability insurance policy.

(16) No Third-Party Beneficiaries; Assignment and Subcontracting. This Agreement gives no rights or benefits to anyone other than the Client and the Consultant, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and the Consultant. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Consultant, without the written consent of the Consultant. The Consultant reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If the Consultant exercises this right, the Consultant will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

(17) Confidentiality. The Client consents to the use and dissemination by the Consultant of photographs of the project and to the use by the Consultant of facts, data and information obtained by the Consultant in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, the Consultant shall use reasonable care to maintain the confidentiality of that material.

(18) Miscellaneous Provisions. This Agreement is to be governed by the law of the State where the Project is located. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by the Consultant. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.





CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8634

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Interim City Manager

FROM: Dwight L. Baker, Director of Human Resources & Risk Management

RE: Employee Benefits Insurance Broker

PURPOSE: Approval to award a Professional Services Agreement to NFP: Insurance Brokerage and Consulting for the purpose of providing Broker Services for employee health benefits and workers' compensation services as recommended by the City's Health Insurance Committee, and further, to authorize the Mayor to execute all documents necessary to facilitate the award and establish a Broker of Record.

REASON: In the interest of negotiating directly with any interested company concerning changes to existing insurance policies, the City of College Park Office of Human Resources conducted to Employee Benefits Survey categorized into Benefits, Health And Wellness, and Financials. The City has a total workforce population of 414 employees. 178 employees opened the survey, but only 177 employees responded. An RFP was announced based on the survey results and employee dissatisfaction with current healthcare benefits and costs.

RECOMMENDATION: Approve a consulting agreement between the City of College Park and NFP effective February 16, 2021, approve a business associate agreement between the City of College Park and NFP effective March 1, 2020, and authorize the Mayor to sign a Broker of Record Letter effective February 16, 2021 for NFP to negotiate directly with any interested company with respect to changes to existing insurance policies

BACKGROUND: RLP Corporation is College Parks' Agent of Record. RLP hired SCR Consulting to provide the routine servicing, renewal negotiation, open enrollment logistics, resolution of administrative issues, and wellness plan strategy.

Our current Broker, RLP, did not bid on the solicitation. However, SCR Consulting responded to the solicitation but cannot place Workers' Compensation coverage.

The bid was published on the City of College Park website under the Bids/RFPs location,

Vendor Registry.com, DOAS GPR (Georgia Procurement Registry), and the National Association of Minority Contractors - Georgia Chapter. The advertisement was published from November 19, 2020 through December 16, 2020 at 9:30 AM.

An official Zoom (virtual) bid opening Tuesday, December 16, 2020 at 10:00 am with one vendor (Rory) logged into the meeting. Dr. Dwight L. Baker, Director of Human Resources, represented Human Resources during the bid open.

Zoom meeting link:

<https://us04web.zoom.us/j/79601596258?pwd=TkI4NXNpdTRCa3l0UnlQaG96VnBmZz09>

Meeting ID: 796 0159 6258 - Passcode: 2LzmEd

Upon review, the solicitation from Haylor, Freyer & Coon, Inc was non-responsive for not including required documents with their submission.

Mr. Willis Moody advised me that after the close of the bid open at 10:00 AM, Steve Roberts with SCR Consulting called Mr. Moody via his office phone my office at 10:37 AM, from 404-309-3077 to inform Mr. Moody that he missed the opening of the solicitations, however; once the process was over, he would give me some insight on how to make the process run smoother if this solicitation goes out for bid again. At that point, Mr. Moody advised Mr. Roberts the City was in the review phase, and no further communication(s) could be made regarding this open solicitation and concluded the call.

Upon completing the initial review of the solicitations and compiling the tabulation matrix information, Mr. Moody brought the ten (10) packages with the tabulation to the Director of Human Resources, Dr. Dwight Baker's office for review and establishing a committee for this project.

Ten (10) responses were received from various brokerage firms in Georgia and surrounding states. Responses were received from Benalytics Consulting Group, Brown Financial Group, EPIC Insurance Brokers and Consultants, Gary Insurance and Tax, Haylor, Freyer and Coon, LaRocca and Associates, MSI Benefits Group, NFP, SCR Consulting, and Strongside Solutions.

Broker/Firm	Health Benefits	Worker's Comp
Benalytics Consulting Group	Y	Y
Brown Financial Group	Y	Y
EPIC Insurance Brokers	Y	Y
Gary Insurance and Tax	Y	Y
Haylor, Freyer & Coon (Non-responsive)	Y	Y
LaRocca and Associates	Y	N

MSI Benefits Group	Y	N
NFP	Y	Y
SCR Consulting	Y	N
Strongside Solutions	Y	Y

The following criteria were evaluated for each respondent as outlined in the solicitation.

Selection Criteria	Point Range
Prior experience: The City will contact prior customers to verify expertise provided by the Offeror.	0-10
Value-Added Services/Products	0-15
Organization, size, and structure of Offeror's firm.	0-10
Qualifications of Offeror to complete this contract.	0-25
Offeror understands the City's needs and objectives.	0-20
Fees/Compensation for Broker Services	0-20

Scoring: Exceeds expectations = 85+ Points Meets expectations = 84 - 70 Points Below expectations = 69 - below

Upon the individual assessment of each package, each member submitted their scorecard to the Purchasing Office to compile an overall score of the top three (3) companies/firms to invite for a formal presentation. Dr. Baker presented his information to Mercedes Miller on our next step and later contacted the Purchasing Office to send formal invitations for presentations. It was requested Ms. Miller join for the presentations only.

Broker/Firm	Committee				Overall Score
	AB	DB	MH	WM	
Benalytics Consulting Group	70	89	48	92	299
Brown Financial Group	49	88	0	33	170
EPIC Insurance Brokers	82	82	48	83	295
Gary Insurance and Tax	30	0	0	17	47
Haylor, Freyer & Coon (Non-responsive)	0	0	0	0	0
LaRocca and Associates	55	0	0	66	121
MSI Benefits Group	70	0	0	80	150

NFP	100	98	48	90	336
SCR Consulting	47	0	0	42	89
Strongside Solutions	70	87	0	82	239

After a review of responses received, a Committee comprised of Dr. Dwight Baker (Director of HR & Risk Management), Michael Hicks (IT Director), Althea P. Bradley (Director of Finance, Accounting and Customer Services), and Willis Moody (Procurement Coordinator) scored all responses based on general quality and responsiveness, organization and personnel, cost, service information, and customer service. The Procurement Coordinator then invited the top three (3) respondents to present to the insurance committee. Benalytics, EPIC Insurance Brokers & Consultant, NFP: Insurance Brokerage and Consulting were the top three (3) respondents and made presentations to the Committee on Friday, January 29, 2021. After hearing both presentations, the committee voted unanimously to recommend/hire NFP: Insurance Brokerage and Consulting as the City's insurance broker.

The insurance negotiation process is a lengthy process to ensure competitive rates are locked in through the various insurance carriers. NFP will begin negotiations with our current carriers and make recommendations to the insurance committee over the next few months regarding continued services, recommended changes, or new services for a June 1 implementation date.

Our current broker, RLP, will continue to provide services, as allowed, through their contract expiration date of June 30, 2021. NFP will begin services as permitted by Council and become the broker of record, effective February 16, 2021. No fees will be paid to NFP until the insurance plan year of June 1, 2021 begins.

History since the move to SCR in 2016.

With an average membership of approximately 700, our current healthcare renewals have been based on a credibility factor of 70% claims experience and 30% manual rating. Listed below is a history of the renewal ratings:

2016: 31.5% formula rate increase. Our rating methodology applied a 20% rate cap. Capping is designed to provide rate stability and prevent wide fluctuations year over year.

2017: 0%. Rates carried with no increase from 2016.

2018: 4.9% formula rating. Kaiser Permanente provided a rate concession and reduced the rate increase to 2.5%.

2019: 23% formula rating capped at 20%. Kaiser Permanente provided a rate concession and reduced the renewal to 15%.

2020: 15% formula rating. Kaiser Permanente provided a rate concession and reduced the

renewal to 12%.

The City paid Kaiser = \$4,232,028.07 (premium 6/1/19 thru 6/1/20). Kaiser paid the Broker = \$211,601.40.

NFP believes in transparent pricing in the form of a flat fixed fee. Our fee proposal assumes insurance coverages are written net of commission. NFP is open to any compensation arrangement that is acceptable to the City should changes be requested.

YEARS OF SERVICE:

COST TO CITY: NFP believes in transparent pricing in the form of a flat fixed fee. Our fee proposal assumes insurance coverages are written net of commission. NFP is open to any compensation arrangement that is acceptable to the City should changes be requested. NFP provides tools and reporting mechanisms we have not seen before. In addition, NFP provides a personal concierge-style service for employees that can be considered top-of-the-line in their business.

BUDGETED ITEM: This is not a budgeted item. This cost will be encumbered in the 2021-22 budget.

REVENUE TO CITY: Not Applicable

CITY COUNCIL HEARING DATE: February 15, 2021

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: Not Applicable

AFFECTED AGENCIES: All City Departments

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Not Applicable

REQUIRED CHANGES TO WORK PROGRAMS: Establish NFP as the Broker of Record for the City of College Park for Employee Benefits and Workers' Compensation.

STAFF: All City Departments

ATTACHMENTS:

- Description - RFP - EMPLOYEE BENEFITS INSURANCE BROKER - 121620 (PDF)
- Agenda Memo ID #2021-8634 - RFP - EMPLOYEE BENEFITS INSURANCE BROKER - 121620 (PDF)
- RFP - EMPLOYEE BENEFITS INSURANCE BROKER- Specs (PDF)

- Employee Benefits Insurance Broker Proposal - NFP (PDF)
- broker-scorecard - Finance (PDF)
- broker-scorecard - Human Resources (PDF)
- broker-scorecard - Info Technology (PDF)
- broker-scorecard - Purchasing (PDF)
- Employee Survey Explanation (PDF)
- Employee Insurance survey 2 (DOCX)

Review:

- Dwight L. Baker Completed 02/08/2021 12:21 PM
- Rosyline Robinson Completed 02/08/2021 12:51 PM
- Purchasing Completed 02/08/2021 1:02 PM
- Mercedes Miller Completed 02/10/2021 1:49 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM

Bid Title: RFP – EMPLOYEE BENEFITS INSURANCE SERVICES – 121620
Bid Opening: December 16, 2020 @ 10:00 am (EST)
City Hall, Purchasing Office (Zoom Call-in)

Description:

The City of College Park is accepting sealed proposals from qualified vendors for **EMPLOYEE BENEFITS INSURANCE BROKER**. Proposals will be received no later than **WEDNESDAY, DECEMBER 16, 2020 at 9:30 am (EST)** at the City of College Park Purchasing Department, 3667 Main Street, College Park Georgia, 30337. Proposals received after the above date and time, or in any other location other than the Purchasing Department will not be considered.

A bid packet may be obtained by clicking related solicitation link on the City of College Park website www.collegeparkga.com under the Bids / RFPs section.

Advertised:

November 19, 2020

Pre-Bid/Information Conference – followed by site visit (Mandatory)

Not Required

Q&A and Clarification:

December 8, 2020 @ 12:00 pm (EST) deadline

Addendum Date/Time:

December 11, 2020 @ 4:00 pm (EST)

Proposal Submittal Information: (Mail or Deliver to)

College Park City Hall
Attn.: Purchasing Department
3667 Main Street
College Park, GA 30337

Closing Date/Time:

December 16, 2020 @ 9:30 am (EST)



CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

AGENDA MEMORANDUM NO. 2021 - 8634

DATE: FEBRUARY 8, 2021

TO: OFFICE OF THE CITY MANAGER

FROM: WILLIS MOODY, PURCHASING & FLEET ADMINISTRATOR

SUBJECT: RFP – EMPLOYEE BENEFITS INSURANCE BROKER - 121620
SEALED BID OPENING

The purpose of this communication is to secure the approval to purchase the following item(s). Please include the following item(s) on the upcoming Mayor/Council agenda.

Item Description: Employee Benefits Insurance Broker to include Worker's Compensation

Budgeted item(s): The firm is paid commission from the insurance company

Recommendations: NFP is recommended as most responsive to the City this project

Explanation of recommendation in full:

The bid was published on the City of College Park website under the Bids/RFPs location, Vendor Registry.com, DOAS GPR (Georgia Procurement Registry) and the National Association of Minority Contractors - Georgia Chapter. The advertisement was published from November 19, 2020 thru December 16, 2020 at 9:30 am.

No pre-bid meeting/conference needed for this solicitation.

There was an official Zoom (virtual) bid opening Tuesday, December 16, 2020 at 10:00 am with no offeror logged into the meeting.

Dwight L. Baker, Director of Human Resources, represented Human Resources for the bid open

Zoom meeting link:

<https://us04web.zoom.us/j/79601596258?pwd=TkI4NXNpdTRCa3l0UnlQaG96VnBmZz09>

Meeting ID: 796 0159 6258 - Passcode: 2LzmEd

Upon review, the solicitation from Haylor, Freyer & Coon, Inc was non responsive for not including required documents with their submission.



CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

Tabulation Matrix

RFP – EMPLOYEE BENEFITS INSURANCE BROKER - 121620

	Company Name	Bid Amount	Minority Y/N Class	Is company located within the City Limits	Previous Work w/CP?
1	Benalytics Consulting Group	Commission Based (Benefits & WC)	Yes (AABE)	N	N
2	Brown Financial Group	\$87,000.00 (Benefits) \$5% Commission (WC)	Yes (AABE)	N	N
3	EPIC Insurance Brokers & Consultants	\$96,000.00 (Benefits & WC)	N	N	N
4	Gary Insurance and Tax	\$108,000.00 (Benefits & WC)	Yes (ABE)	N	N
5	Haylor, Freyer & Coon (Non Responsive)	2%-3% Commission (Benefits & WC)	N	N	N
6	LaRocca and Associates	Commission Based (Benefits & WC)	N	N	N
7	MSI Benefits Group	Commission Based (Benefits Only)	N	N	N
8	NFP	Commission Based (Benefits & WC)	N	N	N
9	SCR Consulting	Commission Based (Benefits Only)	Yes (AABE)	N	Y
10	Strongside Solutions	Commission Based (Benefits & WC)	N	N	N

See the Bid Tabulation Sheet for results of opening. The original proposals are available for review in the Purchasing Department, schedule a time in advance.

Minority Status Legend:

- (1) African American Business Enterprise (AABE) (2) Hispanic Business Enterprise (HBE)
 (3) Female Business Enterprise (FBE) (4) Asian Business Enterprise (ABE)
 (5) Native American Business Enterprise (NABE)

City of College Park
 Willis Moody
 Purchasing/Fleet Administrator
 College Park, GA 30337



PURPOSE

SPECIFICATION(S)/S.O.W.

GENERAL PURPOSE & INFORMATION

This Request for Proposal (RFP) is to contract for professional insurance brokerage services to manage employee benefits and worker's compensation insurance. The City of College Park (City) is requesting only qualified brokers respond to this RFP.

The City expects to utilize the selected broker for a term of one (1) year with an option to renew services. In addition, the City reserves the right to terminate any part of or the entirety of services that may result from this request, without cause and at any time, within sixty (60) calendar days written notice. In such case, the Broker shall be paid for services rendered through the date of the termination notice, and the result of all such work (including all documents and files) through that date shall become the property of the City. The contract shall be non-exclusive for the sole convenience of the City.

Only employees considered full-time are eligible to the following employee benefits working at least 30 hours a week.

Medical	Premiums shared between employee and employer
Dental	50% paid by employer on single coverage
Vision	Paid by employee
Life/AD&D	100% paid by employer
Voluntary Life/AD&D	Paid by employee for family (spouse, children)
Long Term Disability	Paid by employee
Short Term Disability	Paid by employee
Flexible Spending (medical and dependent care)	Employee can contribute up to \$1,000 per year

SCOPE OF SERVICES

The City is seeking a broker that will work closely in the design, development, and implementation of benefit plans including medical, dental, vision, life, disability, wellness, voluntary benefits, and compliance.

The City is also seeking a proactive business partner that will aid in finding cost effective/cost cutting plans, and supporting the City's wellness initiatives.

Furthermore, the City is seeking a partner that is willing to provide training, guidance, and

information to ensure proper management of benefit plans and compliance with all applicable State and Federal regulations and requirements.

Specific responsibilities include, but are not limited to:

1. Determining and recommending financially sound plans.
2. Assisting in the benefit plan design based on the City's goals and objectives.
3. Soliciting proposals from insurance carriers and evaluating those proposals identifying the most cost-beneficial package.
4. Assisting with health fairs as necessary.
5. Represent the City in all negotiations with providers regarding plan design, special terms and conditions, and cost.
6. Researching and advising the City on any new changes regarding employee benefit programs.
7. Provide support for benefit and plan administration questions.
8. Provide training and compliance for changes in laws and regulations including the health care reform.
9. Assist as necessary in developing communication materials and giving advice and recommendations for all employee benefit programs.
10. Assist the City with the implementation and communication of new programs or changes to existing programs, which will include attending and presenting information at Open Enrollment meetings.
11. Conduct open enrollment for the City in May each year.
12. Personal availability for meetings as required.
13. Assist the City's employees with claims resolution issues
14. Provide monthly billing and reconciliation assistance as needs arise.

WORKER'S COMPENSATION

The insurance broker for worker's compensation to be contracted by the City will be expected to provide the following services:

1. Assist in coordinating and issuing relevant 60-day notice to current broker for seamless implementation of newly purchased policies or continuation of existing policies.
2. Coordinate with the City to assure that up-to-date exposure data is incorporated into issuance of newly purchased policies, if applicable.
3. Issue and deliver valid and timely binders for insurance policies purchased by the City. Assure that insurance policies purchased will be delivered in accordance with the proposal(s) that were negotiated and/or accepted by the City.

- a. Assure that the policies issued reflect no lesser policy terms, conditions coverage amounts and options than were accepted by the City.
 - b. Immediately correct policy deficiencies before delivery to the City.
 - c. Promptly deliver the policies to the City, if any deficiencies from the accepted proposal remain; provide a timeline for their resolution to the satisfaction of the City.
4. Promptly and accurately, process insurance policy endorsements and other change requests as needed.
 5. Coordinate loss control/safety services desired by the City that are available from the insurers whose policies were purchased through the broker.
 6. Assist the City in filing claims with insurers from whom the City has purchased policies through the broker.
 7. Be available for risk management meetings with the City at least twice a year but preferably on a quarterly basis.
 8. Issue Certificates of Insurance as may be required by the City.
 9. Monitor and notify the City of major developments regarding the insurance industry or the City's insurers or policies that may affect the City.
 10. Respond to coverage or other insurance policy questions as may be presented by the City.
 11. At least annually, review with the Director of Human Resources, City Manager and/or Executive Leadership Team, the premium/claims history of the City for the policies purchased.
 12. Coordinate with the City about 120 days prior to renewal on giving estimates of renewal changes in premium, coverage, policy terms, etc., and in collecting needed renewal rating and background information.
 13. Endeavor to present renewal pricing and policy changes ninety (90) days before renewal.
 14. If requested by the City, market coverage's with other insurers and delivery to the City a listing of all companies contacted, detailed spreadsheets of all proposals received and all rejection letters.
 15. Fully disclose insurance policy premiums, commissions, and other remuneration received for the sale of such policies.
 16. Permit the City to conduct an audit of all remuneration/revenues attributable to the City's account and to fully cooperate with persons designated by the City to perform such audit.

OFFEROR'S TECHNICAL QUALIFICATIONS

The Offeror in its proposal, as a minimum, shall include the information requested herein:

1. Prior Experience (*Maximum of 10*)
 - a. Describe the expertise your firm has in providing employee benefits brokerage services to an organization similar to ours.
 - b. Describe experience in dealing with local and/or state government agencies related employee benefits insurance.
 - c. Provide three (3) client references, including the local area; preferably, references should be organizations of similar size, complexity, and magnitude the City.
2. Additional Value beyond the Broker Services (*Maximum of 15*)
 - a. Value-added items can include technology resources, training services, products, etc.
3. Organization, Size, and Structure (*Maximum of 10*)
 - a. Identification of the broker and primary contact person, including name, address, and telephone number and e-mail addresses
 - b. Location of the office(s) from which services will be provided, including hours of operations, address, phone number, and e-mail addresses
 - c. Organizational Chart
 1. Size of agency and personnel.
 2. Staff competencies (i.e. resumes, qualifications, certifications, and experience in the field)
 3. Description of your firm's customer service (i.e., call centers, level of service to be expected) in detail
 - d. Describe in detail the amount of services or coverage outsourced to other brokers/brokers, if any.
 - e. Describe the broker's approach and ideas related to services and management of account. Services shall include coordination of underwriting submissions, delivery and explanation of premium quotations, coverages, etc., issuance and delivery of policies as proposed, provision of ongoing services throughout the year to update coverage as needed, provision of loss control/safety services (be very specific in describing the service), premium/claims reporting, etc.
 - f. Explain how your firm documents and follows-up with requests to Insurance carriers to:
 1. Quote Coverage
 2. Bind Coverage
 3. Make Changes (Endorsements) to Policies
 4. Billing Issues

5. Ability to Provide Monthly Billing Service

4. Qualifications (*Maximum of 25*)

- a. List the names of the account team who would be representing the City; include their qualifications, certifications, and number of years of experience in this field.
- b. Describe your firm's commitment to the City's account and expected frequency of broker/representative service contact.
- c. Provide a narrative stating the reasons why your firm should be awarded this contract. Emphasize in detail issues/practices/processes that make your firm unique or give your firm special advantages over others.
- d. Provide examples of proactive and aggressive pursuit of negotiation of favorable policy terms, conditions and pricing of insurance coverage's and related services.
- e. Disclose if your firm has access to or control of specialty or unique markets or programs that are generally unavailable to other competitors.

5. Understanding of Needs (*Maximum of 20*)

- a. Provide a narrative on how your firm understands the City's needs and how these needs will be met by awarding the contract to your firm.

6. Fees/Compensation for Broker Services (*Maximum of 20*)

- a. Describe how your firm is compensated by the provider or through commission from your client; include the amount for each provider. Be specific about arrangements that may involve contingency commission, overrides based on total book of business, loss ratios, etc. Failure to disclose compensation will be considered unresponsive.

PROPOSAL EVALUATION

Evaluation of each proposal will be based on the following criteria:

	Factors	Point Range
1.	Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10
2.	Value Added Services/Products	0-15
3.	Organization, size, and structure of Offeror's firm.	0-10
4.	Qualifications of Offeror to complete this contract.	0-25
5.	Offeror understands of the City needs and objectives.	0-20
6.	Fees/Compensation for Broker Services	0-20
MAXIMUM POINTS		100

The City may, at its discretion, request presentations by or meetings with any or all Offerors, to clarify or negotiate modifications to the Offerors' proposals. However, the City reserves the right to enter into a contract, with the most responsive offeror, without further discussion of the proposals submitted. Therefore, proposals should be submitted initially on the most favorable terms, from both technical and price standpoints, which the Offeror can propose.

CERTIFICATION(S)

On behalf of the Offeror:

1. The individual signing certifies that he/she is authorized to contract on behalf of the Offeror.
2. The individual signing certifies that the Offeror is not involved in any agreement to pay money or other consideration for the execution of this agreement, other than to an employee of the Offeror.
3. The individual signing certifies that the prices in this proposal have been arrived at independently, without consultation, communication, or agreement, for restricting competition.
4. The individual signing certifies that the Offeror prior to an award to any other Offeror or potential Offeror has not knowingly disclosed the prices quoted in this proposal.
5. The individual signing certifies that there has been no attempt by the Offeror to discourage any potential Offeror from submitting a proposal.
6. The individual signing certifies that he/she has read and understands all of the information in this Request for Proposal.
7. The individual signing certifies that the Offeror, and any individuals to be assigned to the contract, does not have a record of substandard work and has not been debarred or suspended from doing work with any governmental organization.

ORIGINAL

Response to
Request for Proposal
December 16, 2020



Prepared by:

Tammi Starkey
Vice President

Office: 678-535-6361
Email: Tammi.Starkey@nfp.com





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INTRODUCTION

We appreciate this opportunity to discuss how NFP can partner with the City of College Park (the City) to manage your benefit plans. We believe there is an exceptionally strong match between the needs identified by the City and our strengths. We are confident that our team's energy, expertise, and guidance will bring a fresh approach for strategy and utilization of enhanced resources.

For over 50 years, **ShawHankins** has been a leading consultant and broker for public entities in Georgia. Now, as **NFP**, we are an industry leading insurance broker and benefits consultant that provides a comprehensive suite of services to mid-market clients across the state of Georgia. We successfully provide our clients with customized group benefits and unmatched consultative services, now backed by the breadth and depth of a global company that is dedicated to your success. These additional resources assist with but are not limited to:

- Preferred pricing
- Compliance and regulatory support
- Contract audits
- Underwriting/Claims analytics
- Technology
- Actuarial modeling
- Benchmarking
- HR consulting

The service model that allowed ShawHankins to be successful has been enhanced as part of NFP through the wealth of resources we now have available which allow us to provide a much higher level of personalized customer service to our clients. This enhanced service capacity enables us to efficiently address day to day administrative requirements while empowering your dedicated service team to focus more on what is truly important: your employees.

We pride ourselves on creating meaningful relationships with our clients and rely heavily on organic referral-based growth. With an average client size of 300 employees, we remain committed to providing excellence in service to clients like the City because we truly care about our clients and their employees. We urge you to contact our references regarding their level of satisfaction with our services and commitment to them as long-standing clients. This commitment is reflected in every aspect of what we do – from our superior client service teams, to our comprehensive service model, to the technology we provide, to our deep resources and expertise, as well as to our involvement and support of your organization's onboarding activities, employee appreciation functions and wellness initiatives. We are an organization that cares deeply about our employees' and clients' well-being. But what truly defines us is that, for us, **business is personal**.

As NFP, we continue to offer you the constants of our people, our process and our results, and we remain committed to providing the service that you want and deserve from your employee benefits consultant and broker. In fact, we encourage you to begin by reading about **Our Process** and **Our Results** in Exhibits 1 and 2. These documents will reinforce that we are the **Right Partner** for your organization with the **Right Benefits** for your employees and their families. If selected, we will work energetically every day to keep your business and ensure your satisfaction.

We have reviewed the Scope of Work included by the City of College Park in this RFP. We are confident that we will provide creative, innovative approaches to the issues facing your organization. We believe that we have an excellent track record – with proven successes – of maintaining quality programs that aid in the attraction, engagement and retention of employees. We confirm that we agree to this Scope of Work and look forward to providing consulting and brokerage services to the City.



On behalf of the NFP team, thank you for the opportunity to provide this overview of our service model and to give detailed answers to your questions. We look forward to discussing how we can structure a benefits program to support the goals of your organization. We also ask for, and greatly appreciate, your feedback on this response.

Tammi Starkey
Vice President



RFP QUESTIONNAIRE

The Offeror in its proposal, as a minimum, shall include the information requested herein:

1. *Prior Experience (Maximum of 10)*

- a. *Describe the expertise your firm has in providing employee benefits brokerage services to an organization similar to ours.*
- b. *Describe experience in dealing with local and/or state government agencies related employee benefits insurance.*

NFP's Georgia offices were previously **ShawHankins, Inc.**, a leader in public sector employee benefits consulting and brokerage in this area. The Shaw Agency was formed in 1963 by James H. Shaw, Jr. in Cartersville, Georgia. Randy Shaw joined the agency in 1976 and Scott Hankins in 1988. In 1998, Randy and Scott purchased The Shaw Agency, and the name was changed to ShawHankins. In 2010, Scott Hankins bought the balance of the company, and served as President and CEO until ShawHankins joined NFP in April 2019.

Our focus for over 20 years has been public sector entities, so we have a deep understanding of the environment in which you operate. Our expertise is matched by our commitment to each client's goals and is enhanced by our investments in innovative technologies in the insurance brokerage and consulting space. Our firm continues to provide employers of all sizes the expertise they require to offer the employee benefits their employees prefer with the communications and service necessary to ensure that the benefits are properly understood and utilized. With offices in Marietta, Albany, Cartersville, and Statesboro, we literally cover the state with staff available to work with you and your team.

NFP was established in 1999 as National Financial Partners. We are currently majority owned by Madison Dearborn Partners, LLC and HPS Investment Partners, LLC. With this financial backing, NFP has grown to become a leading insurance broker and consultant that provides corporate benefits, property & casualty and individual solutions through our licensed subsidiaries and affiliates. Headquartered in New York, with a full-service resource center in Austin, Texas, the company has grown organically and through acquisitions across benefits, insurance and wealth management. We have:



Our expertise is matched by our commitment to each client's goals and is enhanced by our investments in innovative technologies in the insurance brokerage and consulting space. Our expansive reach gives us access to highly rated insurers, vendors and financial institutions in the industry, while our locally based employees tailor each solution to meet our clients' needs. We've



become one of the largest insurance brokerage, consulting and wealth management firms by building enduring relationships with our clients and helping them realize their goals.

Significant Statistics:

- \$12 billion in in-force medical premium
- \$135 billion in qualified retirement assets
- \$900 million in in-force ancillary premium
- \$1.5 billion in in-force property and casualty premium
- #5 Largest Benefits provider by global revenue, as ranked by *Business Insurance*

At NFP, our commitment to excellence is reflected in every aspect of what we do, from our superior client service teams, to our nimble service model, to our all-in approach, to our deep resources and expertise. We have and will continue to build an innovative platform that is built for the future. We have the deep appreciation for, and commitment to, our clients that is found only in boutique firms, with the national resources and expertise to deliver on that commitment.

When all is said and done, our vision is not a financial metric or a "Top 10" list. We want to be certain that when you hear "NFP," you think of a world-class company that's authentic, genuine and real; one whose expertise and scale are only matched by its passion for building lifelong personal relationships.

THE NFP WAY

NIMBLE

- Listen well to understand what's important.
- Encourage creativity and fresh perspectives.
- Look to the future, anticipating the needs of our employees and clients.

FANTASTIC RESULTS

- Collaborate and work as a team.
- Earn trust by exceeding expectations.
- Deliver peace of mind through amazing performance.

PERSONAL

- Respect each other. We all matter.
- Build enduring relationships.
- Give back.
- Be real. Be authentic. Be genuine.

- c. *Provide three (3) client references, including the local area; preferably, references should be organizations of similar size, complexity, and magnitude the City.*

City of Albany (1500+ employees and retirees)

2011 - Present

Veronica Wright, Managing Director of Human Resources and Risk Management

Phone: 229-302-1541

Email: vwright@dougherty.ga.us

We provide full consulting and brokerage services including a fully self-funded medical plan with on-site clinics, dental, vision, basic and voluntary life, short-term and long-term disability, and worksite benefit options, FSA administration, COBRA administration, ACA compliance and the bswift benefits administration system.

City of Statesboro (300 employees)

2015 - Present

Demetrius Bynes

912-764-0683

demetrius.bynes@statesboroga.gov

We have provided full employee benefits consulting and brokerage services for all employee benefits including self-funded medical, dental, vision, basic and voluntary life, short-term and



long-term disability, other voluntary benefits, billing reconciliation, COBRA administration, ACA compliance and the bswift benefits administration system.

Columbus Consolidated Government (3800+ employees and retirees)

2014 - Present

Reather Hollowell, Human Resources Director

rhollowell@columbusga.org

Direct: 706-225-3631

NFP provides full consulting and brokerage services including self-insured medical with clinics, dental, vision, basic and voluntary life, short-term and long-term disability, and worksite benefit options, FSA administration, COBRA administration, ACA compliance and the bswift benefits administration system.

Macon-Bibb Consolidated Government (2,100+ employees and retirees)

2019 - Present

Dr. Keith Moffett, County Manager

478-751-7170

KMoffett@maconbibb.us

We provide full consulting, brokerage and communication services for all employee benefits including self-insured medical with clinic, dental, vision, basic and voluntary life, short-term and long-term disability, and worksite benefit options, FSA administration, COBRA administration, ACA compliance and the bswift benefits administration system.

Paulding County Board of Commissioners (900+ employees and retirees)

2019 - Present

Frank Baker, County Administrator

678-224-4022

Frank.Baker@paulding.gov

We provide full consulting and brokerage services including self-insured medical, dental, vision, basic and voluntary life, short-term and long-term disability, and worksite benefit options, FSA administration, COBRA administration, ACA compliance and the bswift benefits administration system.

2. *Additional Value beyond the Broker Services (Maximum of 15)*

a. *Value-added items can include technology resources, training services, products, etc.*

NFP offers much for an organization such as College Park beyond the skillful consulting and administrative services discussed throughout this response. From practical ideas for today to forward-leaning thought leadership for tomorrow, we offer services that will positively impact your organization and your employees.

bswift is the technology solution that is available to you for benefits administration and online employee services when you partner with us – **at no additional cost to your organization**. As a global benefits services provider, bswift currently has over 8,000 clients and over 5 million employees utilizing their system. NFP currently has 50 Georgia-based clients utilizing our bswift platform representing over 40,000 employees plus their covered dependents.



A distinguishing factor for us as your consultant is that we are one of only a few firms approved by bswift to be a **channel partner** – meaning that we have the ability to customize this employee education and enrollment portal using our own in-house staff to meet the specific needs of your organization. The system is fully customizable, allowing us to display it as an extension of your website with similar graphics and color scheme.

We offer decision, implementation, and ongoing support capabilities that include employee communication and enrollment along with compliance and regulatory support. bswift gives us the sophisticated tools and technology that allow us to act as a **direct extension of your HR department**, giving you everything you need to administer comprehensive benefits efficiently and effectively, including direct EDI feeds if you choose. For more details, please see Step 5 of our *Methodology and Approach* in **Our Process (Exhibit 1)**.

Our clients have full access, for no additional cost, to a fully staffed team of benefits compliance attorneys highly proficient in ACA, HIPAA, ERISA, etc. Our dedicated, in-house compliance team monitors regulatory and legislative developments at both the state and federal level. NFP will provide the City a compliance process that includes the following.

Compliance Team	In-house attorneys who are well-versed in ACA, COBRA, FMLA, etc. They report on current trends and provide timely legislative updates
Newsletters	Keep abreast of new legislation and learn about new trends in HR
Compliance Portal	Comprehensive tool that assists with compliance efforts with federal requirements such as the ACA, ERISA, COBRA, HIPAA, FMLA, Non-discrimination, and Section 125
Compliance Audit	A complete and customizable benefits compliance audit
Seminars and Webinars	Education and clarification regarding complex compliance topics

NFP clients benefit from many value-added services in the areas of product and service support, well-being initiatives, communication and employee engagement, HR services and technology consulting, plan analysis and evaluation, and compliance and legislative guidance. Among our most significant value-added services are the following.

NFP's Innovation Lab

Innovation Lab is NFP's newest initiative dedicated to researching up-and-coming technology resources designed to streamline employee benefits, benefits administration, and the human resources industry. With this new initiative, NFP will stay at the forefront of the latest insurance and HR technology, enabling us to offer the best solutions to our clients.

PeopleEQ Total Engagement Platform

Engagement and well-being are keys to employee performance and productivity. Employers want to give their employees easy access to their benefits information and, at the same time, address their physical, mental, and financial well-being as efficiently as possible. NFP's newest platform – PeopleEQ – addresses that need by combining a benefits and



communications hub and lifestyle well-being programs in one comprehensive platform. NFP's implementation team will partner with you from initial setup through roll-out.

NFP Stop-Loss Center of Excellence

The NFP Stop-Loss Center of Excellence (COE) is an in-house resource dedicated to providing self-insured clients with the best stop-loss insurance options and services. The NFP Stop-Loss COE offers a streamlined process and a dedicated claims and service team that will alleviate the complexities associated with a third-party stop-loss vendor. Using NFP's market size and leverage, we are able to provide clients options with A-rated insurance carriers, annually renewable contracts with no lasers, renewal rate caps and typically 15-25% annual savings compared to the market.

Rx Solutions Coalition Services

Rx Solutions Coalition Services provides a powerful tool for employers to optimize the purchasing power of NFP. The NFP Coalition provides coalition-based pricing for groups of 1,000+ members at no cost to the employer.

Additionally, we will outsource all COBRA administration and HSA/FSA/HRA administration at no additional cost to you. This both simplifies and makes more efficient the administration of these services as well as your compliance with related regulations.

We have internal resources to provide what we call **Benefits 101** (Benefits Basics) training for your staff who may be new to the benefits function or who may otherwise need to better understand benefits. The team members who conduct this training are experienced HR and Benefits managers who can also be a further resource for your HR policy and practice questions. We also offer seminars (live or virtual, as appropriate) and other webinars and training materials developed both by NFP and the carriers with which you will work.

In other words, we have the **Right People**; we use the **Right Process**; and we will deliver the **Right Results** for the City of College Park. Throughout this response, you see details about the service we provide and the results we achieve with organizations just like yours that underscore these key differentiators and the reasons why you should choose NFP.

3. Organization, Size, and Structure (Maximum of 10)

- a. Identification of the broker and primary contact person, including name, address, and telephone number and e-mail addresses*
- b. Location of the office(s) from which services will be provided, including hours of operations, address, phone number, and e-mail addresses*

The primary contacts for the City of College Park would be these team members.

Tammi Starkey, Vice President
678-535-6361
Tammi.Starkey@nfp.com

Johnathan Shaw, Assistant Vice President
678-535-6395
Johnathan.Shaw@nfp.com

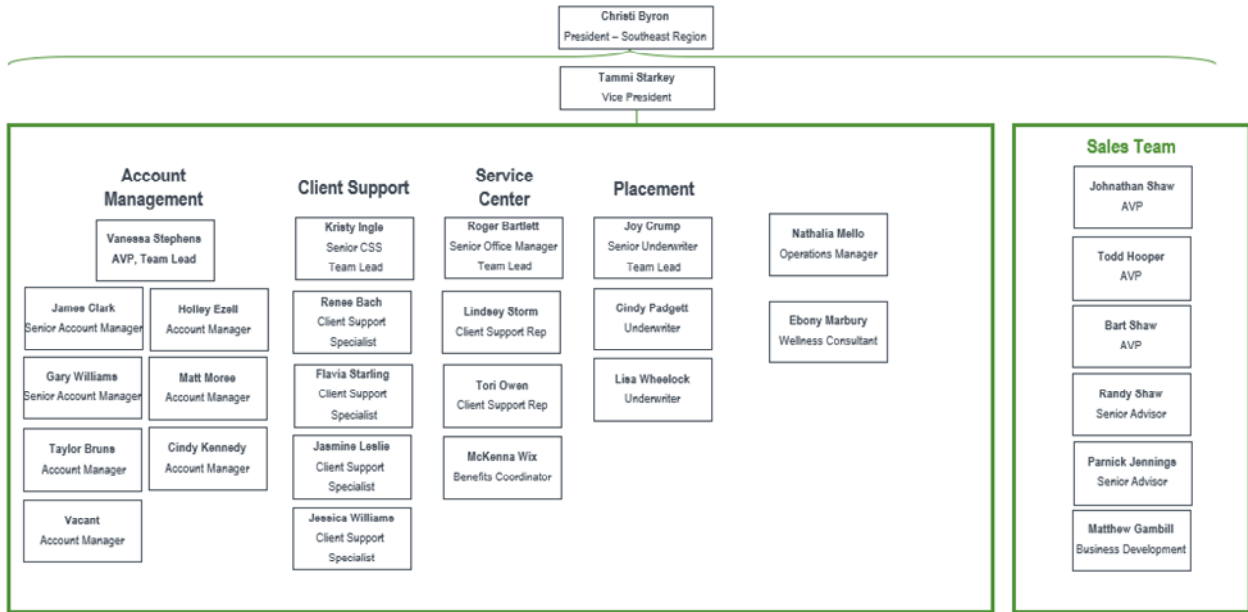


The primary office from which service would be provided would be our Marietta headquarters at 351 Washington Avenue, Suite 120 Marietta, GA 30060 770-382-0951

c. Organizational Chart

1. Size of agency and personnel.

NFP – Atlanta Region



The Atlanta Region NFP team is 30 people strong. Most of these have insurance licensure from the State of Georgia along with many years of experience in employee benefits consulting and brokerage or customer service.

The 5,700+ employees of NFP are also available to you as they can add expertise in other specialty areas, actuarial services, technology and other high-impact support areas.

2. Staff competencies (i.e. resumes, qualifications, certifications, and experience in the field)

Please see our later response to Item 4.a. where we include this detail for the proposed members of your consulting and service team.

3. Description of your firm’s customer service (i.e., call centers, level of service to be expected) in detail

Our service philosophy is that **high tech solutions must be accompanied by high touch assistance** for your employees. The availability of our state-of-the-art benefits administration system and online communication resources are balanced with our Service Center and, during



open enrollment, our non-commission based enrollment team – both of which offer individualized and personal attention at the time and place that your employees request it. So, we help them understand their Explanation of Benefits about a medical claim. We complete the life insurance claim form for them (to the extent possible). We request a replacement ID card on their behalf – and email a pdf to them until the replacement arrives. And even before these matters, we help them understand their benefits so they can enroll – either online through the portal or we will do it for them in person or by phone.

There is also the service that we will provide to you. Our matrix approach pairs each consultant with a variety of account managers who, in turn, work with a group of client support specialists – a relatively unique combination for each client. This structure means that there is not a set “team” which might have all members unavailable at the same time. Our approach means that someone with direct knowledge of your group will be available to assist you. We will have scheduled and structured meetings so that we can all be prepared to be effective.

d. Describe in detail the amount of services or coverage outsourced to other brokers/brokers, if any.

No service or coverage would be outsourced to other brokers.

We do utilize the services of other industry-leading organizations to assist in servicing your account:

- **bswift** is the technology solution that will be available to you when you partner with us. As a global provider, bswift currently has over 8,000 clients and over 5 million employees utilizing their system. NFP’s Georgia operations currently have 56 clients utilizing the bswift platform representing over 40,000 employees plus their covered dependents. We are one of only a few firms approved by bswift to be a channel partner – meaning we have **the ability to customize this employee education, enrollment and administration portal** using our own in-house staff to meet the specific needs of your organization.

The system is fully customizable, allowing us to display it as an extension of your website with similar graphics and color scheme. We offer decision, implementation, and ongoing support capabilities that include employee communication and enrollment along with compliance and regulatory support. Through NFP’s resources, we can assist you and work with any HR/Benefits Administration system.

- We have a strong relationship with **TASC** to provide full administrative services for flexible spending accounts, health reimbursement accounts, and COBRA administration.
- We offer access to actuaries **at no additional cost to your organization**. We use their services for fiscal and plan year medical claims forecasting and frequently use their services for provider discount analysis through medical and dental claims re-pricing, Medicare Part D attestation and federal subsidy and GASB 45 reporting. NFP also has legal counsel on staff to advise in areas of compliance, **again at no cost**.



- e. *Describe the broker's approach and ideas related to services and management of account. Services shall include coordination of underwriting submissions, delivery and explanation of premium quotations, coverages, etc., issuance and delivery of policies as proposed, provision of ongoing services throughout the year to update coverage as needed, provision of loss control/safety services (be very specific in describing the service), premium/claims reporting, etc.*

Our best description of the approach we will take with you is in the document labeled **Our Process (Exhibit 1)**. That discussion of the seven steps taking you from our initial consultation through our continuing service plan will give you an excellent overview.

Regarding our workers' compensation program, NFP provides a streamlined client management process whereby all clients are assigned a producer and a Senior Account Executive. College Park will work with Evan Taylor, Senior Vice President, and one of several tenured Senior Account Executives. Evan carries the CAWC designation (Certified Authority in Workers' Compensation), employs a strategy of constant communication, and focuses on loss control (claims prevention) and claims management to prevent and mitigate claims. His goal is to reduce College Park's total cost of risk in their workers' compensation program.

Evan will serve as the primary manager of College Park's workers' compensation program for NFP, coordinating the marketing submission, delivery and explanation of quotes/coverages, policy issuance and delivery and the coordination of ongoing loss control and claims management services. NFP employs an in-house claims management team with over 50 years of workers' compensation experience. Our team, led by Senior Claims Manager Tina Reiff, will manage all workers' compensation claims to ensure timely claim reporting, claim adjudication and proper evaluation of claim reserves. Tina will host claims reviews with College Park on a predetermined schedule and based on the frequency and severity of claims.

In our workers' compensation offering, NFP utilizes internal loss control resources to help our clients prevent workers' compensation claims from occurring based on safety awareness and training. NFP offers comprehensive occupational health, safety, risk management and loss control services tailored to our clients' needs. Our team is led by eight industry-leading experts with decades of experience in occupational health and safety leadership. Our services span the range of offerings to include regulatory compliance (OSHA, EPA, DOT, etc.), safety-related trainings (ie: OSHA trainings, recurring safety reminders, etc.), and occupational health and safety implementation and audit services. Our solutions include occupational health and safety/risk management services, a comprehensive resource library and learning management system, technology/occupational health and safety software, and organization management services. A further description of the loss control resources available to help prevent claims from occurring is listed in the attached **NFP Risk Management Offering (Exhibit 3)**.

Alongside carrier resources, NFP's goal is to prevent workers' compensation claims from happening altogether. Many of our loss control services are complementary though some services are more time and resource intensive and are allocated as separate client charges. NFP will work with College Park to assess their workplace risk to workers' compensation claims and safety concerns and design a risk management program that helps to reduce claims, workers' compensation cost, all at a mutually agreed upon cost.



f. Explain how your firm documents and follows-up with requests to Insurance carriers to:

- 1. Quote Coverage*
- 2. Bind Coverage*
- 3. Make Changes (Endorsements) to Policies*
- 4. Billing Issues*
- 5. Ability to Provide Monthly Billing Service*

NFP has a defined process to our client worker's compensation renewals, implementation and monitoring throughout a policy period. Prior to quoting coverage, our team will prepare an exposure workbook for College Park to provide to underwriters which includes a detailed marketing letter outlining the client, relationship, safety measures in place, claims and goals. In addition, NFP will capture all the exposure data used for quoting coverage. NFP will select the broadest carrier supplemental application and work with College Park to complete necessary applications. In our marketing submission, NFP will include historical claims data and a detailed analysis of any large claims (severity claims) or high frequency of claims to mitigate underwriting concerns. All this information will be submitted in a concise and organized package to carriers for quoting.

Once received by each carrier, NFP sets up one on one underwriting calls with each carrier to discuss the marketing submission and allow the carrier to ask follow up questions. NFP is unique to the worker's compensation market in that we do not employ or utilize marketing teams to act as subcontracted marketing service teams. These teams are highly utilized amongst top 10 brokerage agencies to market programs to carriers though most marketing teams are not familiar with clients, their goals, their leadership, etc. Evan Taylor, NFP's Senior Vice President, will handle all marketing, carrier meetings, and proposal review with College Park directly, providing College Park a single point of access during the process.

Once the most competitive quotes are solidified, NFP will review those respective quotes with College Park to determine the best partner for your workers' compensation needs. NFP will then bind coverage and begin implementing the carrier partnership with follow up items such as NFP claims team introductions, NFP loss control team introductions, implement special claims handling instructions with the carrier, etc.

During the policy period, NFP will service College Park utilizing our southeastern team, based out of Charlotte, NC. College Park will be assigned a single Senior Account Executive to handle much of your day-to-day workers' compensation needs such as billing questions, carrier questions, policy changes, etc. Regarding workers' compensation, NFP is able to provide monthly billing service alongside our carrier partners. Our goal is to provide you a single team point of access through our producer, Evan Taylor, and his Senior Account Executive to alleviate any communication errors and expedite our service to you as an organization.

4. Qualifications (Maximum of 25)

- a. List the names of the account team who would be representing the City; include their qualifications, certifications, and number of years of experience in this field.*

The Georgia-based team that will work with the City of College Park currently has 53 clients that are public entities – including school districts, city and county governments, water and sewer boards, and other public administrative entities. NFP as a whole has more than 700 clients that are public entities – from city and county governments, to first responder units, to foreign embassies and Native American tribes. Your team also has more than 80 years of combined experience in the consulting and brokerage field.



Tammi Starkey – Vice President, Consulting Services



As Vice President, Tammi leads our Employee Benefits operations for Georgia. While overseeing direction for Georgia team, she also works as the primary consultant for several clients, evaluating their needs and setting goals to provide the best solutions for their employee benefit programs. She works with our clients to monitor the performance of their plans, develop recommendations to control costs, and approach the benefit offering with a strategic view. This includes consulting on budgeting, funding options, pharmacy drug program solutions, comprehensive wellness programs and compliance. With a vast product knowledge and strong relationship with local and national carriers, Tammi provides our clients with a competitive edge and creative solutions.

Johnathan Shaw, GBDS – AVP, Public Sector Practice Leader



Johnathan earned a degree in Marketing with an emphasis in sales and sales management from Georgia Southern University in 2007. As team captain of the men's golf team, he earned Academic All-American status in 2006 while graduating Magna Cum Laude. Johnathan joined our organization in 2007 and completed the Broker Training program in 2008. Johnathan works exclusively with public-sector employers and prides himself in being extremely detail oriented. Johnathan's role it to oversee the service delivery systems to ensure quality platforms are provided to our public entity clients. We encourage you to review Johnathan's LinkedIn profile for more information as well as recommendations provided by some his clients. Please go to www.linkedin.com/in/johnathan-shaw-gbds-30402812b.

Evan Taylor, CAWC – Senior Vice President



Evan serves as a Senior Vice President for NFP where he is responsible for client relationships throughout the southeast. Over his career, Evan has developed an expertise in a number of insurance disciplines to include workers' compensation, cyber liability insurance and alternative risk financing for complex organizations. His client base primarily includes manufacturing, construction and technology related businesses. He currently holds the professional designation as a Certified Authority in Workers' Compensation (CAWC).

Evan earned his BA from Wake Forest University and a MS in Leadership and Organizational Development from Pfeiffer University. He began his career at the FBI, where he assisted in managing both National Security and Criminal Cyber and Counterintelligence investigations across North Carolina. Subsequently, Evan managed several national programs for BB&T Bank and helped create the bank's national Emergency Management program.



Gary Williams – Account Manager



Gary joined NFP in 2019 with almost 20 years of experience in the employee benefits industry. As account manager, Gary works with current and potential customers to evaluate their needs and provide the best solutions for their employee benefit programs. He works with our clients to monitor the performance of their plans, develop strategies to control costs, and approach the benefit offering with a strategic view.

Gary will utilize his high level of experience to deliver sound communication to your benefits staff along and providing required reports, audits and regulatory updates throughout the year. He will serve as the primary day-to-day contact for your benefits staff. His role and responsibilities include:

- Serve as direct extension of your benefits staff;
- Guidance and training to assist your benefits staff with compliance and regulatory issues, market analysis, benefits trends and contract interpretation;
- Assist with issue resolution to include claim adjudication and appeals;
- Perform on-site communicational meetings for new hire orientations;
- Assist with regularly scheduled meetings with your benefits staff as it relates to benefit-specific updates, performance, issues and benefits renewal strategies;
- Oversee billing reconciliation and eligibility audits; and
- Administration of COBRA, HIPAA, Section 125, ACA and other compliance-related matters.

Kristy Ingle – Team Lead, Client Support Specialist



As client support specialist (CSS), Kristy is responsible for all aspects of member enrollment, termination, and eligibility. For her assigned clients, Kristy assists in ensuring data integrity between the client, bswift, and carrier systems so that bill reconciliation and reporting are always accurate. As the team lead for our CSS group, Kristy helps ensure that each client's data and processes are handled consistently across our service spectrum. Once onboarding is complete, day-to-day responsibilities may move to another CSS

team member.

CSS responsibilities include:

- Assist account managers with pre- and post-open enrollment execution including the preparation of uploads for bswift, audit of elections to ensure limitations are not exceeded, carrier enrollment/change/deletion uploads, compilations of payroll deductions and submission of evidence of insurability forms.
- Process allowable qualifying events such as loss of coverage, gain of coverage, marital status changes, births, deaths.
- Process new employees including add/upload to enrollment system if applicable, add to applicable carriers, submit any additional forms to carriers, provide payroll data to the client.
- Process terminations including updates for enrollment system if applicable, carrier websites and data transmission to the COBRA administrator.
- Assist members in the submission of claims to carriers and understanding the adjudication.
- Reconcile billing issues; reconcile EDI/Carrier file feed errors.
- Create and maintain database entries, computer files and suspense for follow-up action.



Ebony Marbury – Wellness Consultant



Ebony joined our company in 2019 and is a vital component in the development, implementation and analysis for all wellness plans and on-site clinics. Having been a wellness coordinator for almost 10 years, Ebony has seen firsthand the benefits of employee wellness programs. Ebony previously lead wellness efforts for Presbyterian Homes of Georgia, the Midtown Family Wellness Center, the Weston Group and Aegis Therapies.

As our wellness consultant, Ebony works as a client resource to design and implement worksite wellness programs and onsite health clinics which are cost effective and provide optimal results. She guides the client through all aspects of program design by assisting with vendor selection, providing on-going support and communication, and evaluating outcomes to provide a complete wellness package.

Joy Crump – Senior Underwriter



Joy joined our team in 2014 with over 25 years of experience in the insurance and employee benefits industry. In her current role, Joy provides analytical support to our account managers and benefits consultants as an underwriter. She is extremely detail-oriented and specializes in developing RFP's, marketing products and analyzing results for clients.

Underwriter responsibilities include:

- Prepare the preliminary review of plan designs in conjunction with your Consultant.
- Perform preliminary evaluation of current benefits package in conjunction with your Consultant.
- Develop bid specifications and perform marketing efforts on all lines of coverage.
- Assist Consultants in contract preparation and negotiations.
- Assist Consultants and Account Managers in the development of pricing and financial alternatives.
- Assist Consultants in reviewing the goals and objectives of your benefit plan design.
- Ensure that all plans are in full compliance with any new legislation and current trends.

Roger Bartlett – Senior Office Manager, Marietta Service Center



Roger joined us in 2017 after a long career in human resources, with significant experience in employee benefits, compensation, employee relations, and HR systems. His career included thirteen years as benefits manager with Georgia school districts in Savannah-Chatham County and Cobb County, as well as various roles with employers in the medical, insurance, legal and retail fields. Roger is available to deliver our “Benefits 101” training on benefits basics to your staff and to help your management

team with other human resources issues. Starting in 2019, Roger manages our Service Center. He and the service team assist your employees with enrollment, getting ID cards, understanding Explanation of Benefits forms, collecting documentation of Qualifying Events, completing claim forms, and other forms of service they need.



In addition to the core team, we can assign additional resources from the NFP Austin resource center. These resources include:

- **Larry Doze, SVP, Actuarial Services and Financial Analysis** – leads the Actuarial Services Team, which provides actuarial services and support, including consultations, analyses, and valuations related to all employee benefits programs and plans.
- **Suzanne Spradley, SVP, Associate General Counsel and Chief Compliance Officer Legal & Compliance** – oversees the Benefits Compliance Department, which provides consulting services on all aspects of employee benefits compliance.
- **Mark J. Rieder, Head of Innovation & SVP, HR Technology and Benefits Administration** – champions, develops, and institutionalizes the innovation process for NFP. Mark serves as a leader in developing ideas for new technologies, products, services, and practices, and works to drive adoption and manage high-quality execution across organizational lines. Mark also leads our HR technology consulting practice. With extensive backgrounds in human resources and HR/benefits technology, Mark and his team will work with clients to review existing systems, along with the current process/workflow, in order to identify potential areas of inefficiency and redundancy. Fueled with this information, they assist in identifying technology solutions that streamline the entire employee lifecycle.

b. Describe your firm's commitment to the City's account and expected frequency of broker/representative service contact.

Our office is significantly committed to public sector clients, so we are acutely aware that our commitment is impactful on the public trust. Our commitment is best shown by the continuing, long term relationships that we have established with so many of our clients. We pride ourselves on creating meaningful relationships with our clients and rely heavily on organic referral-based growth. **With an average client size of 300 employees, we remain committed to providing excellence in service to clients just like the City of College Park because we truly care about our clients and their employees.** With service team members who live in the area, we are able to provide the onsite, personal service that is our specialty. We have provided client references and urge you to contact them regarding their level of satisfaction with our services and commitment to them as long-standing clients. This commitment is reflected in every aspect of what we do – from our superior client service teams, to our comprehensive service model, to the technology we provide, to our deep resources and expertise, as well as to our involvement and support of your organization's onboarding activities, employee appreciation functions and wellness initiatives. We are an organization that cares deeply about our employees' and clients' well-being. We are honest, hardworking, dedicated professionals who love what we do and lead by example. But what truly defines us is that, for us, **business is personal.**

As far as the frequency of our service contact, we will leave that ultimately up to your team. Elsewhere in this response, we have discussed the regular meetings that we will schedule with you each year. Beyond that, we can meet virtually or face-to-face as needed for you to have the service experience that you deserve.



c. Provide a narrative stating the reasons why your firm should be awarded this contract. Emphasize in detail issues/practices/processes that make your firm unique or give your firm special advantages over others.

We are a unique combination – people with whom you are familiar; who have experience with organizations just like yours in Georgia; who are now part of an organization that brings vast resources to you – most, at no additional cost.

We are not the traditional insurance broker and do not view our relationship with our clients in this manner. We are your benefit advisor/partner 365 days a year. Our work in this capacity doesn't begin with a broker spreadsheet or end with the sale of a product. We function as a true extension of your administrative team throughout the year, focused on providing high-level service to all constituents (HR team, executives, partners, and employees). This is the defining characteristic of our value proposition and of our firm. It is the execution of this view that yields the most significant results.

We are unlike the competition, which may be large consulting firms with high price tags and standardized delivery models or traditional brokers with limited resources and tactical rather than strategic approaches.

Some of our distinguishing features include:

Distinguishing Characteristic	Value to the City of College Park
Comprehensive Service Offering of a Global Benefits Advisor Delivered Through an Entrepreneurial, High Touch, Local Service Team	We offer resources that are second to none. With our size, leverage, expertise, and global reach, we can seamlessly provide your organization the comprehensive set of solutions it requires, delivered by a highly innovative, hands-on, entrepreneurial, and dedicated team.
Market Alignment	We have significant experience working with mid- to large-sized organizations. We also have strong expertise across major industry sectors, including governmental entities. Our experience with other organizations like yours around this region and the country provides us a foundation to benchmark, share best practices, and forecast likely obstacles.
HR Partnership and Proactive Client Service	We offer our clients the service level of a boutique organization with the infrastructure of a national organization.
Purchasing Power and Efficiency	Our clients benefit from multi-billion dollar purchasing power, millions of covered employees, proprietary pricing, and access to high-ranking insurance carrier executives and underwriters. We are able to deliver the best possible pricing to our clients. And we believe in the full disclosure of all revenue sources.
Commitment and Engagement	Your core client team consists of experts in consulting, analytics, and administration, and includes the best resources across our organization. Our entire team remains actively engaged and committed through the entire client relationship and we are willing to link compensation to client satisfaction. At the same time, we provide you with a single point of contact responsible for engaging those team resources and managing your account on a day-to-day basis.
Bottom-Line Result	These competitive advantages form our greatest attribute – our drive towards results. This is the primary reason we are selected by our clients.

NFP clients have full access, for no additional cost, to a fully staffed team of benefits compliance attorneys highly proficient in ACA, HIPAA, ERISA, etc. Our dedicated, in-house compliance team monitors regulatory and legislative developments at both the state and federal level.

NFP clients benefit from many value-added services in the areas of product and service support, well-being initiatives, communication and employee engagement, HR services and technology



consulting, plan analysis and evaluation, and compliance and legislative guidance. Among our most significant value-added services are the following.

NFP Stop-Loss Center of Excellence

The NFP Stop-Loss Center of Excellence (COE) is an in-house resource dedicated to providing self-insured clients with the best stop-loss insurance options and services. The NFP Stop-Loss COE offers a streamlined process and a dedicated claims and service team that will alleviate the complexities associated with a third-party stop-loss vendor. Using NFP's market size and leverage, we are able to provide clients options with A-rated insurance carriers, annually renewable contracts with no lasers, renewal rate caps and typically 15-25% annual savings compared to the market.

Rx Solutions Coalition Services

Rx Solutions Coalition Services provides a powerful tool for employers to optimize the purchasing power of NFP. The NFP Coalition provides coalition-based pricing and preferred contract terms for NFP clients at no cost to the employer.

NFP's Innovation Lab

Innovation Lab is NFP's newest initiative dedicated to researching up-and-coming technology resources designed to streamline employee benefits, benefits administration, and the human resources industry. With this new initiative, NFP will stay at the forefront of the latest insurance and HR technology, enabling us to offer the best solutions to our clients.

PeopleEQ Total Engagement Platform

Engagement and well-being are keys to employee performance and productivity. Employers want to give their employees easy access to their benefits information and, at the same time, address their physical, mental, and financial well-being as efficiently as possible. NFP's newest platform – PeopleEQ – addresses that need by combining a benefits and communications hub and lifestyle well-being programs in one comprehensive platform. NFP's implementation team will partner with you from initial setup through roll-out.

NFP offers much for an organization such as the City of College Park beyond the skillful consulting and administrative services discussed throughout this response. From practical ideas for today to forward-leaning thought leadership for tomorrow, we offer services that will positively impact your organization and your employees.

Please be sure to read, in detail, the case studies included as **Our Results** later in this response (**Exhibit 2**). We have achieved significant accomplishments with organizations very similar to yours – and we continue to have positive impact on the plans over time. To summarize several items:

- By implementing plan design changes and negotiating with two local hospitals, the City of Albany saved \$1 million the first year of our consulting with them and had no payroll deduction increases for multiple years.
- The City of Marietta saved well over \$1 million in retiree medical costs the first year through our efforts, and multiple hundreds of thousands of dollars in prescription drug costs to the plan.
- Columbus Consolidated Government has seen a significant improvement in the utilization of their onsite clinic as well as lower overall prescription drug costs after implementing our recommendations.



Additionally, we will outsource all COBRA administration and HSA/FSA/HRA administration at no additional cost to you. This both simplifies and makes more efficient the administration of these services as well as your compliance with related regulations.

Remember that we are now a brokerage that can support you in all aspects of **risk management**, including all types of Property & Casualty coverage, Corporate Benefits, and Individual Solutions such as wealth management and estate planning.

In other words, we have the **Right People**; we use the **Right Process**; and we will deliver the **Right Results** the City of College Park. Throughout this response, you see details about the service we provide and the results we achieve with organizations just like yours that underscore these key differentiators and the reasons why you should choose NFP.

What We Do – Core Offerings

- General liability
- Cyber liability
- Sports & entertainment
- Medical malpractice
- Aviation
- Surety
- Auto services
- Reinsurance

- Employee Benefits
- Retirement Plans – Qualified
- Executive Benefit Plans – Nonqualified
- HR Consulting

- Personal Insurance / Private Client Group
 - Homeowners, farm and ranch
 - Watercraft and yachts
 - Personal aviation and aircraft
 - Secondary and seasonal homes
 - Group excess programs
 - Flood insurance and excess flood
 - Estate Planning / Life Insurance
 - Wealth Management
 - International Life Insurance
- Rental properties
- Automobiles, including antique and recreational vehicles
- Valuable personal property, jewelry, fine art and wines
- Personal families and kidnap & ransom
- Domestic staff

NFP

d. Provide examples of proactive and aggressive pursuit of negotiation of favorable policy terms, conditions and pricing of insurance coverage's and related services.

Our dedicated actuarial team provides our clients with proactive analysis of their current claims experience and projected future expense. This allows for clarity in reviewing carrier renewals and projections. The actuaries give insight on impact of large claims, network changes, plan design alternatives and other cost saving options. While reviewing the impact to future cost, our teams are also reviewing the potential impact to your members. Evaluating what disruption will occur if there is a change to the plan design, contract terms, network or program allowances. This detailed analysis allows our clients to have a full understanding of their options in the market and provides our consultants with the leverage to negotiate the most favorable terms and pricing for our clients.

e. Disclose if your firm has access to or control of specialty or unique markets or programs that are generally unavailable to other competitors.

NFP Rx Solutions is a leading pharmacy benefits consulting firm that provides our clients with access to preferred coalition pricing and contract terms. Our coalition contracts leverage 1.4 million lives and save clients an average of 20%. The NFP Rx Solutions team includes clinical management strategies that provide plan sponsors and their participants with actionable solutions aligned to your plan performance. Our team of clinicians use real time data analytics to give our clients the tools and resources to optimize your pharmacy program. Our pharmacy consultants will also provide robust reporting and auditing. This ensures that PBMs are adhering to the contract terms negotiated and delivering expected ROI.

The NFP Stop-Loss Center of Excellence provides clients with the right stop-loss provisions to protect against large claim liability. We have preferred relationships with A-rated insurance carriers, our panel model ensures most competitive pricing and contract terms-no new lasers, renewal rate caps, mirroring provision. Our stop loss team also offers a streamlined process with a dedicated claims and service team that will alleviate difficulties stemming from the complexities



associated with third-party stop-loss vendors and sure that clients receive timely and accurate reimbursements.

5. *Understanding of Needs (Maximum of 20)*

- a. *Provide a narrative on how your firm understands the City's needs and how these needs will be met by awarding the contract to your firm.*

The short answer for how we build an understanding of the direction and priorities of the City is that **we listen**. We are going to ask a lot of questions and ask for a lot of data. We will take all of these inputs and work with you to develop a strategic benefit plan. Our brokerage and consulting services are structured to add value to our clients' programs and administration and to support their business objectives. Each year, we build a strategy and develop a roadmap to lead us through the process of meeting goals and achieving results. We use our robust analytics to review our accomplishments and hold ourselves accountable to the plan.

NFP's benefit management process is a customized continuum of events, processes and tasks—including in-depth analysis and strategic planning—aimed at ensuring your objectives are met year after year. In addition to key benefit cycle milestones, we include comprehensive support services provided by your NFP consulting team throughout the entire year.

At the onset of our engagement, we will conduct a comprehensive environmental analysis that will examine every nuance of your benefit program at a granular level. This comprehensive review of your program will serve as a road map for both your short- and long-term strategic plans. Once this report is complete, we will present it to your executive team, prioritize the findings and create both short- and long-term action plans. On an annual basis, at our Mid-Year Strategic Planning Meeting, we will establish a game plan for the upcoming renewal based upon our short-term goals and the evolving marketplace and simultaneously update our long-term strategic plan.

To ensure that we maintain focus on the execution of the strategic plan as well as the overall management of your program, NFP will hold meetings throughout the year.

Mid-Year Strategic Planning Meeting

Once we have gathered enough data and information to recognize the trends impacting the current plan year, we hold a Mid-Year Strategic planning meeting. Utilizing this information in conjunction with normative data specific to plans of your size, NFP will conduct a detailed analysis of your existing program and propose program changes and items for consideration. This can include standard areas such as network performance, funding analyses, plan design changes, carve-out strategies and implementation of health management and wellness programs. It can also include innovative strategies such as high-performance networks, value-





based plan design, patient-centered medical homes and accountable care organizations. Once we identify areas for analysis and implementation, we will add these items to the benefit blueprints. Oftentimes, these strategies are multi-year initiatives (for example, moving from a PPO plan to a full-replacement CDHP plan; in that case, we will develop both a first-year and a multi-year calendar).

Pre-Renewal Meeting

At the end of the second quarter, armed with six months of performance data, NFP will conduct a Pre-Renewal Meeting. At this meeting, we will project plan costs for the next year using our internal underwriting models. This will help us determine our plan marketing strategy. We will also be able to project the general impact of any proposed changes to the current plan design, including dynamic contribution and plan design modeling. We will also conduct a full network discount and provider disruption analysis.

Renewal Meeting

Approximately six to eight weeks after the Pre-Renewal meeting, we will conduct a Renewal Meeting where we will review the marketing results and finalize plan design, contribution strategies and pricing. At this meeting, we would also implement the employee communication plan, outlining any plan design changes as well as an enrollment process for the upcoming plan year. Following the meeting, we will set up and conduct (if desired) employee enrollment meetings, coordinate vendors and prepare employee communications. We will ensure the enrollment process is completed in a timely and accurate manner.

Post-Renewal Meeting

Post-renewal, at the start of the following plan year, we will hold a Stewardship Meeting. At this meeting, the NFP account management team and your HR staff will review plan performance for the recently concluded plan year. We will review the progress and success of any strategic initiatives. We will also take this opportunity to review any issues raised during the enrollment meetings and set the agenda for any employee meetings or seminars to be conducted during the current plan year (e.g., educational seminars and/or wellness programs).

At each of these meetings, we will analyze current plan performance, comparing it to prior year and plan projections. In addition to these structured meetings, NFP will create a comprehensive calendar and timeline that outlines the key planning initiatives, timing to complete those initiatives and responsibility within the team to ensure success. These include:

- Statutory requirements
- Strategic and legislative changes
- Marketing of risk management
- Plan design
- Contribution strategies
- Engagement and wellness strategies
- Communication with employees
- Open enrollment

We set this annual strategic calendar for our clients at the onset of the plan year. While this can be a fluid document, since the needs of our clients change daily, we believe outlining timeframes and deliverables is a crucial component to a successful benefit plan. In the strategic calendar, all aspects of the above items are addressed with deadlines and timeframes.

NFP is committed to meeting your standards for responsiveness, quality and stability. We have implemented specific processes and procedures to ensure our quality standards relating to the accuracy and completeness of our work.

We believe a client's needs and desires are the most important factors in the insurance process. We take an extraordinary amount of time and care to ensure our clients receive the services and products they deserve. Client satisfaction is our number one priority.



We strive to exceed our clients' expectations with the following approach:

- **Contact** – We consult with clients regularly to ensure all aspects of their benefits programs are meeting expectations.
- **Education** – We conduct employee meetings and provide custom communication materials for all employees.
- **Advocacy** – We work on behalf of our clients to bring an unbiased perspective to all situations, with no allegiance to any specific carrier or vendor.
- **Personnel** – We hire and retain a professional, experienced staff and ensure they are up-to-date on all the latest trends and information.
- **Information** – We possess the information and expertise to negotiate comprehensive, competitive benefits programs. We know where to find the answers to any of your insurance, employee benefits and human resources questions.

6. *Fees/Compensation for Broker Services (Maximum of 20)*

- a. *Describe how your firm is compensated by the provider or through commission from your client; include the amount for each provider. Be specific about arrangements that may involve contingency commission, overrides based on total book of business, loss ratios, etc. Failure to disclose compensation will be considered unresponsive.*

NFP believes in transparent pricing in the form of a flat fixed fee. Our fee proposal assumes insurance coverages are written net of commission.

NFP is open to any compensation arrangement that is acceptable to the City should changes be requested.

The required Quote Sheet is included at the **Forms** tab.



Appendix

Any information regarding insurance coverage contained herein is intended only to provide you with a brief overview, not a comprehensive list of policy exclusions, limitations and conditions. The insurance policy issued will contain the specific terms, conditions, and exclusions of the coverage. Please read the entire policy carefully, including all endorsements. NFP and its subsidiaries or affiliates are not responsible for decisions or actions of any insurance company or intermediary, including those related to rating or pricing practices, coverage interpretations, post-policy audits, claims handling, or otherwise.

Information provided herein is for general informational purposes. NFP and its subsidiaries do not provide legal or tax advice and we recommend that our clients consult an attorney or tax professional. We believe the information is accurate, however, we make no warranty or guarantee regarding the accuracy or reliability of the content.

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Broker Evaluation Scorecard

City of College Park

Broker/Firm: Bealytics Consulting Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	15
Organization, size, and structure of Offeror's firm.	0-10	10
Qualifications of Offeror to complete this contract.	0-25	25
Offeror understands of the City needs and objectives.	0-20	20
Fees/Compensation for Broker Services	0-20	10
Total		90

Scoring:

Exceeds expectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Althea Philord-Bradley**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Brown Financial Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	5
Value Added Services/Products	0-15	8
Organization, size, and structure of Offeror's firm.	0-10	6
Qualifications of Offeror to complete this contract.	0-25	10
Offeror understands of the City needs and objectives.	0-20	10
Fees/Compensation for Broker Services	0-20	10
Total		49

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: EPIC Insurance Brokers & Consultants

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	15
Organization, size, and structure of Offeror's firm.	0-10	7
Qualifications of Offeror to complete this contract.	0-25	20
Offeror understands of the City needs and objectives.	0-20	15
Fees/Compensation for Broker Services	0-20	15
Total		82

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Gary Insurance and Tax

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	5
Value Added Services/Products	0-15	5
Organization, size, and structure of Offeror's firm.	0-10	5
Qualifications of Offeror to complete this contract.	0-25	5
Offeror understands of the City needs and objectives.	0-20	5
Fees/Compensation for Broker Services	0-20	5
Total		30

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Haylor, Freyer & Coon, Inc

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Non-responsive

<p>Scoring:</p> <p>Exceeds exptectations = 85+ Points</p> <p>Meets expectations = 84 - 70 Points</p> <p>Below expectations = 69 - below</p>

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: LaRocca and Associates

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	5
Value Added Services/Products	0-15	10
Organization, size, and structure of Offeror's firm.	0-10	5
Qualifications of Offeror to complete this contract.	0-25	10
Offeror understands of the City needs and objectives.	0-20	15
Fees/Compensation for Broker Services	0-20	10
Total		55

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: MSI Benefits Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	10
Organization, size, and structure of Offeror's firm.	0-10	10
Qualifications of Offeror to complete this contract.	0-25	10
Offeror understands of the City needs and objectives.	0-20	20
Fees/Compensation for Broker Services	0-20	10
Total		70

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: NFP

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	15
Organization, size, and structure of Offeror's firm.	0-10	10
Qualifications of Offeror to complete this contract.	0-25	25
Offeror understands of the City needs and objectives.	0-20	20
Fees/Compensation for Broker Services	0-20	20
Total		100

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: SCR Consulting

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	7
Value Added Services/Products	0-15	10
Organization, size, and structure of Offeror's firm.	0-10	5
Qualifications of Offeror to complete this contract.	0-25	10
Offeror understands of the City needs and objectives.	0-20	5
Fees/Compensation for Broker Services	0-20	10
Total		47

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Strongside Solutions

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	5
Value Added Services/Products	0-15	10
Organization, size, and structure of Offeror's firm.	0-10	10
Qualifications of Offeror to complete this contract.	0-25	20
Offeror understands of the City needs and objectives.	0-20	15
Fees/Compensation for Broker Services	0-20	10
Total		70

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: Althea Philord-Bradley

Broker Evaluation Scorecard

City of College Park

Broker/Firm: NFP

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	15
Organization, size, and structure of Offeror's firm.	0-10	10
Qualifications of Offeror to complete this contract.	0-25	25
Offeror understands of the City needs and objectives.	0-20	20
Fees/Compensation for Broker Services	0-20	18
Total		98

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Brown Financial Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	8
Value Added Services/Products	0-15	13
Organization, size, and structure of Offeror's firm.	0-10	8
Qualifications of Offeror to complete this contract.	0-25	23
Offeror understands of the City needs and objectives.	0-20	19
Fees/Compensation for Broker Services	0-20	17
Total		88

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: EPIC Insurance Brokers & Consultants

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	8
Value Added Services/Products	0-15	11
Organization, size, and structure of Offeror's firm.	0-10	8
Qualifications of Offeror to complete this contract.	0-25	22
Offeror understands of the City needs and objectives.	0-20	18
Fees/Compensation for Broker Services	0-20	15
Total		82

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Bealytics Consulting Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	8
Value Added Services/Products	0-15	12
Organization, size, and structure of Offeror's firm.	0-10	9
Qualifications of Offeror to complete this contract.	0-25	24
Offeror understands of the City needs and objectives.	0-20	18
Fees/Compensation for Broker Services	0-20	18
Total		89

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Gary Insurance and Tax

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Haylor, Freyer & Coon, Inc

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Non-responsive

Scoring: Exceeds exptectations = 85+ Points Meets expectations = 84 - 70 Points Below expectations = 69 - below
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Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: LaRocca and Associates

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: MSI Benefits Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: SCR Consulting

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Strongside Solutions

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	8
Value Added Services/Products	0-15	13
Organization, size, and structure of Offeror's firm.	0-10	9
Qualifications of Offeror to complete this contract.	0-25	23
Offeror understands of the City needs and objectives.	0-20	18
Fees/Compensation for Broker Services	0-20	16
Total		87

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Dwight Baker**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Bealytics Consulting Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	8
Value Added Services/Products	0-15	8
Organization, size, and structure of Offeror's firm.	0-10	8
Qualifications of Offeror to complete this contract.	0-25	8
Offeror understands of the City needs and objectives.	0-20	8
Fees/Compensation for Broker Services	0-20	8
Total		48

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Brown Financial Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: EPIC Insurance Brokers & Consultants

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	8
Value Added Services/Products	0-15	8
Organization, size, and structure of Offeror's firm.	0-10	8
Qualifications of Offeror to complete this contract.	0-25	8
Offeror understands of the City needs and objectives.	0-20	8
Fees/Compensation for Broker Services	0-20	8
Total		48

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Gary Insurance and Tax

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Haylor, Freyer & Coon, Inc

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Non-responsive

Scoring: Exceeds exptectations = 85+ Points Meets expectations = 84 - 70 Points Below expectations = 69 - below
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Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: LaRocca and Associates

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: MSI Benefits Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: NFP

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	8
Value Added Services/Products	0-15	8
Organization, size, and structure of Offeror's firm.	0-10	8
Qualifications of Offeror to complete this contract.	0-25	8
Offeror understands of the City needs and objectives.	0-20	8
Fees/Compensation for Broker Services	0-20	8
Total		48

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: SCR Consulting

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Strongside Solutions

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Michael Hicks**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Bealytics Consulting Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	9
Value Added Services/Products	0-15	12
Organization, size, and structure of Offeror's firm.	0-10	10
Qualifications of Offeror to complete this contract.	0-25	25
Offeror understands of the City needs and objectives.	0-20	16
Fees/Compensation for Broker Services	0-20	20
Total		92

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Brown Financial Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	6
Value Added Services/Products	0-15	1
Organization, size, and structure of Offeror's firm.	0-10	1
Qualifications of Offeror to complete this contract.	0-25	5
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	20
Total		33

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: EPIC Insurance Brokers & Consultants

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	15
Organization, size, and structure of Offeror's firm.	0-10	8
Qualifications of Offeror to complete this contract.	0-25	22
Offeror understands of the City needs and objectives.	0-20	18
Fees/Compensation for Broker Services	0-20	10
Total		83

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Gary Insurance and Tax

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	1
Value Added Services/Products	0-15	1
Organization, size, and structure of Offeror's firm.	0-10	4
Qualifications of Offeror to complete this contract.	0-25	1
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	10
Total		17

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Haylor, Freyer & Coon, Inc

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	0
Value Added Services/Products	0-15	0
Organization, size, and structure of Offeror's firm.	0-10	0
Qualifications of Offeror to complete this contract.	0-25	0
Offeror understands of the City needs and objectives.	0-20	0
Fees/Compensation for Broker Services	0-20	0
Total		0

Non-responsive

Scoring: Exceeds exptectations = 85+ Points Meets expectations = 84 - 70 Points Below expectations = 69 - below
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Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: LaRocca and Associates

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	2
Value Added Services/Products	0-15	12
Organization, size, and structure of Offeror's firm.	0-10	8
Qualifications of Offeror to complete this contract.	0-25	10
Offeror understands of the City needs and objectives.	0-20	14
Fees/Compensation for Broker Services	0-20	20
Total		66

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: MSI Benefits Group

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	12
Organization, size, and structure of Offeror's firm.	0-10	10
Qualifications of Offeror to complete this contract.	0-25	10
Offeror understands of the City needs and objectives.	0-20	18
Fees/Compensation for Broker Services	0-20	20
Total		80

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: NFP

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	15
Organization, size, and structure of Offeror's firm.	0-10	10
Qualifications of Offeror to complete this contract.	0-25	25
Offeror understands of the City needs and objectives.	0-20	20
Fees/Compensation for Broker Services	0-20	10
Total		90

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: SCR Consulting

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	10
Value Added Services/Products	0-15	5
Organization, size, and structure of Offeror's firm.	0-10	5
Qualifications of Offeror to complete this contract.	0-25	10
Offeror understands of the City needs and objectives.	0-20	2
Fees/Compensation for Broker Services	0-20	10
Total		42

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

Broker Evaluation Scorecard

City of College Park

Broker/Firm: Strongside Solutions

Selection Criteria	Point	Score
Prior experience the City will contact prior customers to verify experience provided by the Offeror.	0-10	3
Value Added Services/Products	0-15	15
Organization, size, and structure of Offeror's firm.	0-10	9
Qualifications of Offeror to complete this contract.	0-25	17
Offeror understands of the City needs and objectives.	0-20	18
Fees/Compensation for Broker Services	0-20	20
Total		82

Scoring:

Exceeds exptectations = 85+ Points

Meets expectations = 84 - 70 Points

Below expectations = 69 - below

Evaluator: **Willis Moody**

With the support of Information Technology, the City Manager created an employee satisfaction survey base on our current insurance provider (Kaiser Permanente). The survey lasted two weeks, from November 30 – December 16, 2020.

The City has a total workforce population of 414 employees. 178 employees opened the survey, but only 177 employees responded.

We received 156 comments overall.

There are three sections in the survey.

- ❖ Section-1 Questions with the percentage
- ❖ Section -2 Questions based on 1-5 scale with (5) being the highest
- ❖ Section -3 Overall percentage score on how they feel about the Insurance

Section 1- There are six questions based on how you feel about your insurance carrier

- ❖ **Are you currently using the city Health plan? 86% said yes**
- ❖ **I have a clear understanding of the benefits available to me. 41% said yes**
- ❖ **Are you satisfied with current insurance? 62% said no**
- ❖ **Would you like to see more choices? 71% said yes**
- ❖ **The benefits offered here meet my and my family's needs. 27% said yes**
- ❖ **I know where to direct questions regarding our benefits. 43% said yes**

Section 2- There are five other questions based on a score from (1-5) with 5 being the highest score, asking you what other service is important to you. From the 156 comments received, listed below are the top (3) categories: Benefits, Health and Wellness, and Financials.

- ❖ **Benefits received 31 comments**
- ❖ **Health and Wellness received 19 comments**
- ❖ **Financials received 19 comments**

Section 3 Overall Scores

- ❖ Of the 178 respondents, 177 answered the survey, which is 99%
 - ❖ Our Insurance is most favorable for their individual needs 41%
 - ❖ 177 employees (36.9%) favored the current Insurance
 - ❖ 156 overall Comments
-

[Anonymous](#)

I do not have (health) benefits with the City.

- Reply
- Edit Themes

Themes Benefits

[Anonymous](#)

KP services are not available within our city. Must drive to access.

- Reply
- Edit Themes

Themes Strategy

[Anonymous](#)

I am not currently a subscriber but I am going to enroll

- Reply
- Edit Themes

Themes Staffing

**Rank the benefits in order of importance to you. 5 is the highest,
1 is the lowest**

[Anonymous](#)

Please increase the utility benefit for city employees living within the city.

- Reply
- Edit Themes

Themes Benefits

[Anonymous](#)

co pay should be less

- Reply
- Edit Themes

Themes Compensation

[Anonymous](#)

Retirement bonuses for those that have been in the position ten or more years

- Reply
- Edit Themes

Themes [Compensation](#)

[Anonymous](#)

I need all the help available

- Reply
- Edit Themes

Themes [Equipment And Resources](#)

[Anonymous](#)

the onl-site health screening is the most beneficial of any wellness benefit

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

All options are equally as important! One should not take precedence over the other.

- Reply
- Edit Themes

Themes [Moods And Emotions](#)

[Anonymous](#)

Equality in the work place for all employees

- Reply
- Edit Themes

Themes [Meetings And Events](#)

[Anonymous](#)

I have a very high satisfaction with the services provided by Kaiser, especially when an emergency surgery has been needed. We could *not* have a better overall provider, having seen similar experiences with other plans from friends - ours has been excellent. Although there may be some complaints by some employees on minor issues, they step up to the plate on serious issues.

- Reply
- Edit Themes

Themes [Challenges & Conflicts](#)

Would you like to see more choices?

Anonymous

How to get quick response form your primary.

- Reply
- Edit Themes

Themes [Physical Environment](#)

Anonymous

More than 1 health plan. Better dental with BETTER. coverage.

- Reply
- Edit Themes

Themes [Benefits](#)

Anonymous

Benefit tutors available for employees!

- Reply
- Edit Themes

Themes [Benefits](#)

Anonymous

NA

- Reply
 - Edit Themes
-

Anonymous

No

- Reply
 - Edit Themes
-

Anonymous

Yes.

- Reply
 - Edit Themes
-

Anonymous

More health insurances to chose

- Reply
 - Edit Themes
-

Themes Benefits

Anonymous

Hazard pay incentives for rescue shift pay

- Reply
 - Edit Themes
-

Themes Compensation

Anonymous

Health plan's

- Reply
 - Edit Themes
-

Anonymous

Better quality equipment in the work place, computers, cars, uniforms,

- Reply
 - Edit Themes
-

Themes Equipment And Resources

Anonymous

different health insurance plans for families

- Reply
 - Edit Themes
-

Themes Benefits

Anonymous

Expecting people to work till 62 in high stress fields like police and fire is not enticing. There is a reason people can retire from military service after 20 years of service. Furthermore, by removing the cap on retirement where one can make 100 percent of their pay or more, the entire pension becomes an at risk proposition as there is no math that makes it feasible to pay someone in retirement as much or more than what one made while active. This could place enough strain on the pension to cause it to default if many persons achieve this result. The city needs a fair pension that rewards those that gave the best years of their life to service, not one that would require more years of service for someone that started young. We have already seen police and fire personnel seriously injured or dead prior to retirement and for what benefit?

- Reply
- Edit Themes

Themes Compensation

Anonymous

NEW PROVIDER HEALTH

- Reply
- Edit Themes

Anonymous

I would like to add an insurance option other than Kaiser, for example United Healthcare, or Blue Cross Blue Shield.

- Reply
- Edit Themes

Themes Benefits

Anonymous

I would combine the on-site screenings with the learning/development opportunities

- Reply
- Edit Themes

Themes Training And Development

Anonymous

N/A

- Reply
- Edit Themes

Anonymous

Other healthcare choices

- Reply
 - Edit Themes
-

Anonymous

More health insurance options. Kaiser is a monopoly

- Reply
 - Edit Themes
-

Themes Benefits

Anonymous

I'd prefer a general healthcare provider that will allow coverage at a larger number of medical facilities; current options require employees to visit Kaiser locations specifically.

- Reply
 - Edit Themes
-

Themes Physical Environment

Anonymous

Our copays are higher than other companies. Can't choose the hospital I prefer.

- Reply
 - Edit Themes
-

Themes Compensation

Anonymous

To be able to choose and keep my doctor

- Reply
 - Edit Themes
-

Themes Health And Wellness

Anonymous

Another health insurance

- Reply
-

- Edit Themes
-

[Anonymous](#)

I would like to see work from home supported by the City, not depending on the flexibility of the Director

- Reply
- Edit Themes

Themes [Food And Beverage](#)

[Anonymous](#)

Choices for health insurance

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

just that i need insurance

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

NO

- Reply
 - Edit Themes
-

[Anonymous](#)

No

- Reply
 - Edit Themes
-

[Anonymous](#)

health providers

- Reply
-

- Edit Themes
-

[Anonymous](#)

I would like to have more healthcare, dental, and vision options. Being locked into one or two providers is extremely restrictive.

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

If we were provided additional choices, allowing a choice between more than one health provider that might be nice for some people and would allow the KP people to keep their plan with KP.

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

waive early retirement penalty for public safety

- Reply
- Edit Themes

Themes [Meetings And Events](#)

[Anonymous](#)

Cost efficiency

- Reply
 - Edit Themes
-

[Anonymous](#)

More choices of health care provider.

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

N/A

- Reply
 - Edit Themes
-

[Anonymous](#)

I would like to have a choice on health insurance. At least two options even if it cost a little more.

- Reply
- Edit Themes

Themes Benefits

[Anonymous](#)

No

- Reply
 - Edit Themes
-

[Anonymous](#)

Dental needs to be better

- Reply
- Edit Themes

Themes Health And Wellness

[Anonymous](#)

BlueCross Blue Shield, Humana,

- Reply
- Edit Themes

Themes Health And Wellness

[Anonymous](#)

Is it possible to separate the Public Safety Retirement Plan from the rest of the City of College Park Employees?

- Reply
- Edit Themes

Themes Physical Environment

Anonymous

Yes there should be more choices beside one choice Kaiser

- Reply
- Edit Themes

Themes Food And Beverage

Anonymous

Better communication and honesty.

- Reply
- Edit Themes

Themes Communication

Anonymous

Kaiser is not good at all

- Reply
- Edit Themes

Themes Physical Environment

Anonymous

Need more insurance choices- willing to pay for better

- Reply
- Edit Themes

Themes Benefits

Anonymous

Kaiser no good

- Reply
 - Edit Themes
-

Anonymous

Additional insurance company plans

- Reply
- Edit Themes

Themes Benefits

Anonymous

Concerned about the outcome.

- Reply
- Edit Themes

Themes Moods And Emotions

Anonymous

None

- Reply
 - Edit Themes
-

Are you satisfied with current insurance?

Anonymous

But It could be better. Just had chest scan and recvd bill for \$500. What did insurance pay?

- Reply
- Edit Themes

Themes Benefits

Anonymous

None

- Reply
 - Edit Themes
-

Anonymous

It is not always clear what items cost with our current insurance plan

- Reply
- Edit Themes

Themes Financials

Anonymous

Kaiser is horrible-very hard to get appointments

- Reply
- Edit Themes

Themes [Job Demands](#)

[Anonymous](#)

tired of the increase in the cost of insurance, when im not getting an increase in pay

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

I miss a doctor that got to know me

- Reply
- Edit Themes

Themes [Recognition](#)

[Anonymous](#)

Family Medical is too high

- Reply
- Edit Themes

Themes [Work Life Balance](#)

[Anonymous](#)

No because take to long to confirm specialist refer.

- Reply
- Edit Themes

Themes [Job Demands](#)

[Anonymous](#)

Not saying Kaiser is a bad insurance. But each year the plan goes up.

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

i am very dissatisfied with our current healthcare plan. Kaiser Permanente is the WalMart of healthcare and I believe in choice of choosing knowlegable doctors and specialist. The entire structure of how Kaiser is run is ludacris.

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

They charge too much to add a spouse!!!

- Reply
- Edit Themes

Themes [Scheduling](#)

[Anonymous](#)

no

- Reply
 - Edit Themes
-

[Anonymous](#)

No

- Reply
 - Edit Themes
-

[Anonymous](#)

wellness options that included access to wholistic physicians, chiropractic and accupuncture

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

I really like my doctor (Primary Care Physician).

- Reply
- Edit Themes

Themes [Moods And Emotions](#)

Anonymous

I hate Kaiser permanente

- Reply
- Edit Themes

Themes Customer Focus

Anonymous

My doctor is not with Kaiser Permenente so I have to use their doctors.

- Reply
- Edit Themes

Themes Benefits

Anonymous

Blue Cross Blue Shield is more expensive, but worth every expense to the employees and the option they have to choose a health care provider and/or specialist.

- Reply
- Edit Themes

Themes Financials

Anonymous

N/A

- Reply
 - Edit Themes
-

Anonymous

Better Dental

- Reply
 - Edit Themes
-

Anonymous

Kaiser is okay. I find it to be impersonal. I fill like a number. Too many layers/people to go through or deal with to get an answer. But I'm thankful to have health insurance.

- Reply
 - Edit Themes
-

Themes [Health And Wellness](#)

[Anonymous](#)

More choices of health care provider.

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

Always hoping/looking for better, but it's sufficient. It gets the job done.

- Reply
- Edit Themes

Themes [Equipment And Resources](#)

[Anonymous](#)

I would like to go to my own Doctor not an HMO

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

Just need a variety

- Reply
- Edit Themes

[Anonymous](#)

Choices between 2 insurance companies

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

no

- Reply

- Edit Themes
-

[Anonymous](#)

Would like other option other than Kaiser

- Reply
 - Edit Themes
-

Themes Goals And Metrics

[Anonymous](#)

Blue Cross Blue Shield and Aflac

- Reply
 - Edit Themes
-

Themes Recognition

[Anonymous](#)

I think we should be given more opportunities to choose other healthcares

- Reply
 - Edit Themes
-

Themes Career Growth

[Anonymous](#)

Not pleased with current health plan.

- Reply
 - Edit Themes
-

Themes Benefits

[Anonymous](#)

Dental is horrible

- Reply
 - Edit Themes
-

[Anonymous](#)

I am unsatisfied on not being able to make changes to my insurance when I deem it necessary

- Reply
-

- Edit Themes

Themes [Change](#)

[Anonymous](#)

NO

- Reply
 - Edit Themes
-

[Anonymous](#)

To it concern please do your best with us, i love my job

- Reply
- Edit Themes

Themes [Recognition](#)

[Anonymous](#)

Would love to go back to using Coventry

- Reply
- Edit Themes

Themes [Scheduling](#)

[Anonymous](#)

I would like to have a more affordable option with more local options.

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

Need more options than just kaiser.

- Reply
- Edit Themes

Themes [Equipment And Resources](#)

[Anonymous](#)

The doctor keeps changing

- Reply
- Edit Themes

Themes [Change](#)

[Anonymous](#)

I think the current provider is very limited. Who or What doctors & service you can choose.

- Reply
- Edit Themes

Themes [Financials](#)

[Anonymous](#)

High premiums not enough options for my healthcare.

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

price ok for me but high when i add on my child and husband

- Reply
- Edit Themes

Themes [Physical Environment](#)

[Anonymous](#)

would like to have a few other choices

- Reply
- Edit Themes

Themes [Change](#)

[Anonymous](#)

We. We'd better insurance

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

Not completely satisfied but content

- Reply
- Edit Themes

Themes Moods And Emotions

Anonymous

Kaiser health is awful, Cigna dental is ok.

- Reply
- Edit Themes

Themes Food And Beverage

Anonymous

Kaiser shut down every location in Coweta and Douglas County out of fear of COVID. This was such a disaster for me and my family we started paying out of pocket, then we received a rate increase prompting me to move to my spouses insurance. I'm not driving 60 miles for health care when there are ample resources 10 minutes from my home. A lot of your workforce lives in Coweta and Fayette Counties. The Bulk of the Kaiser facilities are on the Northside of Atlanta.

- Reply
- Edit Themes

Themes Work Life Balance

Anonymous

I have met my deductible and still paying a lot for test and medicines.

- Reply
- Edit Themes

Themes Financials

Anonymous

We have no options to healthcare. Kaiser is possibly the worse when it comes to health insurance.

- Reply
- Edit Themes

Themes Benefits

Anonymous

You change primary care providers at the insurance expense. Its hard to maintain a relationship with a caring and reliable doctor

- Reply
- Edit Themes

Themes [Financials](#)

[Anonymous](#)

Kaiser is very comprehensive would I like to reduce its cost to employee...seems raises just cover additional benefits plans cost

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

Give us the opportunity to choose our healthcare provider

- Reply
- Edit Themes

Themes [Career Growth](#)

[Anonymous](#)

Kaiser is horrible

- Reply
 - Edit Themes
-

[Anonymous](#)

My preference is choosing my own physicians instead of being restricted to the Kaiser network where you're often just a member number. It's difficult to establish a personal relationship with your doctor, someone very vital to your health & wellness.

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

I would like to be able to have access to other options that would suit me more than Kaiser. Kaiser is inclusive, you have no options. No wiggle room, you take it or leave it.

- Reply
- Edit Themes

Themes [Work Arrangements](#)

[Anonymous](#)

NA

- Reply
 - Edit Themes
-

[Anonymous](#)

We should have more choices

- Reply
- Edit Themes

Themes [Health And Wellness](#)

[Anonymous](#)

Kaiser is okay. I find it to be impersonal, feel like a just a number. Too many steps and people to go through.

- Reply
- Edit Themes

Themes [Food And Beverage](#)

[Anonymous](#)

i do not like kaiser and how i am forced to go only to them for everything

- Reply
- Edit Themes

Themes [Challenges & Conflicts](#)

[Anonymous](#)

Better dental coverage plan

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

Need more choices

- Reply
 - Edit Themes
-

[Anonymous](#)

Plan is very expensive

- Reply
- Edit Themes

Themes [Financials](#)

[Anonymous](#)

The dental insurance is horrible because you pay more out of your pocket than the insurance pays.

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

I feel we should have more options to pick for Health Plans

- Reply
- Edit Themes

Themes [Challenges & Conflicts](#)

Are you currently using the city Health plan?

[Anonymous](#)

Dental doesn't cover enough . Might as well pay cash.7_ =

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

NA

- Reply
 - Edit Themes
-

Anonymous

A different Option from Kaiser

- Reply
 - Edit Themes
-

Themes Ethics And Fairness

Anonymous

Not really sure what my other options would be, other than lower cost of medication sometimes at other pharmacies.

- Reply
 - Edit Themes
-

Themes Financials

Anonymous

Please provide health care provider options for employees to choose from.

- Reply
 - Edit Themes
-

Themes Benefits

Anonymous

Kaiser is a waste of money. They what they want too cover

- Reply
 - Edit Themes
-

Themes Financials

Anonymous

Please get rid of Kaiser

- Reply
 - Edit Themes
-

Themes Equipment And Resources

Anonymous

Not good enough for any city employee, especially during emergencies

- Reply
- Edit Themes

Themes [Change](#)

[Anonymous](#)

blue cross or a different insurance provider

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

See comment above.

- Reply
 - Edit Themes
-

[Anonymous](#)

We should have options on where to spend our money regarding health insurance.

- Reply
- Edit Themes

Themes [Benefits](#)

[Anonymous](#)

Would prefer choice of two companies.

- Reply
- Edit Themes

Themes [Change](#)

[Anonymous](#)

Kaiser is horrible insurance

- Reply
- Edit Themes

Themes [Health And Wellness](#)

Anonymous

Need more options a flexibility to use different doctors or offices.besides kaiser.

- Reply
- Edit Themes

Themes Work Arrangements

Anonymous

please do it for us

- Reply
- Edit Themes

Themes Job Demands

Anonymous

N/A

- Reply
 - Edit Themes
-

Anonymous

no

- Reply
 - Edit Themes
-

Anonymous

It is sometimes a lot of hidden fees and the online portal does not show you how much you owe.

- Reply
- Edit Themes

Themes Customer Focus

Anonymous

More choices of health care provider.

- Reply
- Edit Themes

Themes Health And Wellness

Anonymous

N/A

- Reply
 - Edit Themes
-

Anonymous

HSA with Debit option

- Reply
 - Edit Themes
-

Themes Ethics And FairnessAnonymous

I don't have a choice but to use the City offered plan.

- Reply
 - Edit Themes
-

Themes ChangeAnonymous

Do not Know about current city health plan

- Reply
 - Edit Themes
-

Themes Challenges & ConflictsAnonymous

wellness options that included access to wholistic physicians, chiropractic and accupuncture

- Reply
 - Edit Themes
-

Themes Health And WellnessAnonymous

No

- Reply
 - Edit Themes
-

Anonymous

Bluecross Blueshield

- Reply
 - Edit Themes
-

Anonymous

Kaiser Permanente is exactly as they advertise "cheap plans" I have never had a positive experience since we have used this company. I have never had problems with a healthcare provider until we started using this company. its horrible!

- Reply
 - Edit Themes
-

Themes Challenges & Conflicts

Anonymous

Only because we have no other choice.

- Reply
 - Edit Themes
-

Themes Health And Wellness

Anonymous

Family medical cost is too high

- Reply
 - Edit Themes
-

Themes Work Life Balance

Anonymous

Let's go back to Blue cross and Blue Shield Insurance.

- Reply
 - Edit Themes
-

Themes Benefits

Anonymous

stop increasing the cost

- Reply
 - Edit Themes
-

Themes Customer Focus

Anonymous

Waste of money

- Reply
 - Edit Themes
-

Anonymous

It sucks, no other choices

- Reply
 - Edit Themes
-

Themes Health And Wellness

Anonymous

None

- Reply
 - Edit Themes
-



CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

REG SESSION AGENDA REQUEST

DOC ID: 8625

DATE: February 10, 2021

TO: The Honorable Mayor and Members of City Council

THROUGH: Mercedes Miller, Interim City Manager

FROM: Danielle Matricardi, City Attorney

RE: Low Income Homestead Freeze Exemption Resolution

PURPOSE: To consider adopting a resolution requesting the local legislative delegation to introduce legislation during the 2021 session of the Georgia General Assembly to adopt a low-income homestead freeze exemption for residents of College Park with a household gross adjusted income that is at or below 150% of the federal poverty level.

REASON: The City Manager's Office requested the City Attorney to prepare a resolution requesting the local legislative delegation to introduce legislation during the 2021 session of the Georgia General Assembly to adopt a low-income homestead freeze exemption for residents of College Park with a household gross adjusted income that is at or below 150% of the federal poverty level. The exemption would freeze the valuation of property at the base year valuation as long as the homeowner continues to reside on the property. If the legislation is passed, the City would be authorized to hold a referendum in November 2021 for voters to consider whether to adopt the exemption. If approved by voters, the exemption would be applicable starting the 2022 tax year.

BACKGROUND: In addition to the homestead exemptions granted by state law, the Constitution allows local homestead exemptions to be enacted through local acts of the General Assembly. Local homestead exemptions may not be enacted unless they are enacted as local legislation by the General Assembly. A local bill may create a homestead exemption for county, municipality or school district. A local homestead exemption may be tailored to the needs of the local government and may create an exemption in a specific dollar amount, a freeze on assessed values, or may enact a "floating homestead exemption" in which the dollar value of the homestead exemption increases along with the increase in the assessed value of the home. Local homestead exemptions may apply to all homeowners or may be tied to age or income restrictions.

ATTACHMENTS:

- CP- Resolution re Low Income Freeze Exemption 2021 (DOCX)

Review:

- Danielle Matricardi Completed 02/10/2021 11:23 AM
- Rosyline Robinson Completed 02/10/2021 12:01 PM
- Jackson Myers Completed 02/10/2021 12:25 PM
- Mercedes Miller Completed 02/10/2021 1:31 PM
- Mayor & City Council Pending 02/15/2021 7:30 PM

STATE OF GEORGIA

CITY OF COLLEGE PARK

RESOLUTION NO. 2021-08

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, GEORGIA RESPECTFULLY REQUESTING THAT THE LOCAL LEGISLATIVE DELEGATION INTRODUCE LEGISLATION DURING THE 2021 SESSION OF THE GEORGIA GENERAL ASSEMBLY TO PROVIDE FOR A LOCAL REFERENDUM TO ADOPT A HOMESTEAD EXEMPTION TO FREEZE THE VALUATION OF PROPERTY AT THE BASE YEAR VALUATION FOR AS LONG AS THE HOMEOWNER RESIDES ON THE PROPERTY AND ALSO THEIR HOUSEHOLD GROSS ADJUSTED INCOME IS AT OR BELOW 150% OF THE FEDERAL POVERTY LEVEL; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City of College Park (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof; and

WHEREAS, housing is a basic need that should be accessible to all, and that homeownership is a way to build wealth, a feeling of safety, and stability for individuals and families; and

WHEREAS, wealth-inequality has affected many individuals and families in the City and resulted in financial hardship and instability; and

WHEREAS, gentrification can create a process of speculation which leads to an increase in land and/or property values, higher tax assessments, increased property taxes, and often displacement of low-income homeowners; and

WHEREAS, the Mayor and Council support policies and initiatives that create and maintain affordable housing and that helps families facing economic hardship to stay in their homes; and

WHEREAS, the Mayor and Council believe property tax freezes for low-income residents will help combat displacement of existing neighborhood groups; and

WHEREAS, the Mayor and Council find that it is in the best interest of the citizens of the City to request the assistance of the Local Legislative Delegation in introducing the necessary legislation for implementing a homestead exemption for low-income homeowners; and

WHEREAS, the Mayor and Council request that the legislation provide for a referendum to be held as part of the General Election in November of 2021 for purposes of allowing the voters

of the City to decide whether to adopt a low-income homestead exemption.

BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the City of College Park, Georgia, and by the authority thereof that:

Section 1. The Mayor and Council respectfully request that the Local Legislative Delegation introduce legislation for consideration by the General Assembly in the 2021 session allowing a Low-Income Homestead Freeze Exemption that will freeze the valuation of property at the base year valuation for as long as the homeowner resides on the property for residents of the City of College Park that have a household gross adjusted income at or below 150% of the Federal Poverty Level.

Section 2. The preamble of this Resolution shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Resolution are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase of this Resolution. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Resolution and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All resolutions and parts of resolutions in conflict herewith are hereby expressly repealed.

Section 5. The effective date of this Resolution shall be the date of adoption unless otherwise specified herein.

RESOLVED this _____ day of _____, 2021.

CITY OF COLLEGE PARK, GEORGIA

Bianca Motley Broom, Mayor

ATTEST:

Shavala Moore, City Clerk

APPROVED AS TO FORM:

City Attorney