



**26-0263**

**TITLE:** Consider/Discuss/Act on a Resolution Authorizing the City Manager to Execute a Contract with Alliant Insurance Services, Inc. of San Diego, CA to Provide Insurance Broker of Record Services for Risk.

**COUNCIL GOAL:** Operational Excellence  
(2.1: Balance available resources to accommodate the growth and maintenance needs of the city.)

Financially Sound Government  
(4.4: Create financial plans for future growth as well as future maintenance.)

**MEETING DATE:** April 7, 2026

**DEPARTMENT:** Human Resources  
Procurement Services

**CONTACT:** Jim Parrish, Director of Human Resources  
Mark Barta, Risk Manager  
Tracey Epps, Procurement Services Manager

**RECOMMENDED CITY COUNCIL ACTION:**

- Approval of Resolution

**ITEM SUMMARY:**

- This Resolution authorizes the City Manager to enter into a contract with Alliant Insurance Services, Inc. for Insurance Broker of Record Services for Risk.

**BACKGROUND INFORMATION:**

- The City issued a Request for Proposals, 26-50RFP for Insurance Broker of Record Services on January 23, 2026.
  - Advertised in McKinney Courier Gazette

- Posted on McKinney TV
- 615 matching Bonfire Supplier Notifications
- Of the 615 supplier notifications, six (6) proposals were received on February 12, 2026. Three (3) proposals were deemed non-responsive.
- An evaluation committee comprised of staff from Human Resources and Procurement Services reviewed and scored the proposals based on the following criteria:
  - 25 Points - Qualification and Experience of Firm
  - 25 Points - Proposed Plan of Action and quality of Proposed Services
  - 25 Points - Qualification and Specialized Experience of Key Personnel
  - 25 Points - Cost Proposal
- Based on the results of the evaluated proposals, the evaluation committee is recommending award and execution of a contract with the top-ranked respondent, Alliant Insurance Services, Inc. to provide Insurance Broker of Record Services.
- The agreed-upon prices shall remain firm for the duration of the contract term. The resulting contract will have an initial three (3) year term in the amount of \$270,000 at \$90,000 per year with the option to renew for two (2) additional one-year terms at \$95,000 per year.

**FINANCIAL SUMMARY:**

- Funding is available in account 015-2111-413-8516.

**BOARD OR COMMISSION RECOMMENDATION:**

- N/A

**SUPPORTING MATERIALS:**

[Resolution](#)  
[Scoring Summary](#)