

COUNCIL AUTHORITY FOR CONTRACT AWARDS PROPOSAL AWARD

Project Award	Proposal Award No. 25-055 for Insurance and Risk Management Services
Recommendation	Staff are recommending the award of the proposal for Insurance and Risk Management Services to Marsh Canada Limited in the total amount of \$1,302,400 (exclusive of taxes).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for proposal awards over \$100,000.
Background information	<p>The Town of Milton has a successful general insurance program that is managed and operated within the Risk Management Business Unit. Through this RFP, the Town will gain an experienced and knowledgeable team to provide consistent and value-added risk management solutions to assist Town staff in continuing to appropriately identify and manage its risks. Coverage policies that are being provided for through this award include the following:</p> <ul style="list-style-type: none"> • Commercial General Liability • Property • Boiler and Machinery • Automobile • Cyber • Comprehensive Crime • Excess Crime • Low Risk Events • Volunteer Fire Fighter • Council Accident <p>This contract will be in effect for a 3 year period, from July 1, 2025 to June 30, 2028. The contract may be renewed for a renewal term, at the sole discretion of the Town, for two (2) additional one (1) year periods.</p>
Purchasing Section: Bid Award Information	
Date bid issued	February 6, 2025
Advertisements	Town of Milton website
Closing Date	March 17, 2025
# of Plan takers	Six (6)
Proposal Submissions received	<p>Three (3) proposal submissions were received from the following companies:</p> <ul style="list-style-type: none"> • BFL CANADA Risk and Insurance Services Inc. • Intact Public Entities • Marsh Canada Limited

Evaluation Criteria	<p>One of the three proposals received was compliant and evaluated based on the following criteria:</p> <ul style="list-style-type: none"> • Company Profile (10 points) • Proponents Experience and Qualifications of Key Team Members (15 points) • Policies and Coverages (20 points) • Risk Management and Claims Management Services (15 points) • Proposal Cost (40 points) <p>An evaluation team with representation from Risk Management and Community Services evaluated the proposal against the established criteria and Marsh Canada Limited was the highest ranking proposal selected for award.</p>
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s) Account Description Project Total Budget	Various Departments – 3799 Insurance N/A
Contract Budget (Note 2) Actual (Net of HST Rebate) (Note 2) Variance Funding Source	\$778,218 (6 months) \$703,296 (6 months) \$74,922 (F) 2025 Operating Budget

Note 1: Financial impact includes the applicable non-rebatable Ontario insurance tax of 8%.

Note 2: Represents budget and actuals for July 1, 2025 to December 31, 2025. Insurance services for the period of January 1, 2025 to June 30, 2025 was prepaid in 2024. Approved annual budget for insurance services amounts to \$1,549,562, relative to the awarded amount.