

REQUEST FOR PROPOSALS
for Insurance Benefit Broker and Consulting Services

City of Homer, Alaska

The City of Homer, Alaska, is soliciting proposals for an experienced and qualified Insurance Broker of Record to provide health benefits insurance and ancillary products consulting, marketing and placement services from reputable insurance carriers, finding the desired products at the most competitive price for a period of three (3) years.

For **proposal specifications and evaluation criteria** contact:

City Clerk
491 E. Pioneer Avenue
Homer, Alaska 99603
907-235-3130

Please direct all questions regarding this project to: Andrea Petersen, Personnel Director, 907-435-3103 or apetersen@cityofhomer-ak.gov Questions and answers will be distributed by the Clerk's Office to all those listed on the plan holders list for this RFP.

Five (5) complete sets of the proposal package are to be submitted to the City of Homer, Clerk's Office, 491 E. Pioneer Ave Homer, Alaska 99603. These forms must be enclosed in a sealed envelope with the proposer's name on the outside and clearly marked. Faxed or emailed proposals will not be accepted. Proposals received after the time fixed for receipt of the Proposal shall not be considered.

PROPOSAL: 2011 Benefit Broker/Consultant
DUE DATE: August 25, 2011 no later than 4:00 PM

The City of Homer reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award the contract to the respondent that best meets the selection criteria. **All firms submitting proposals must be listed on the "plan holders list" kept by the City Clerk.** Respondents not on the plan holders list shall be deemed unresponsive and shall not be considered.

Dated this 27th day of July, 2011.

CITY OF HOMER

Walt Wrede, City Manager

Acct: 100-110-5227

**PLAN HOLDERS LISTING
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1. Personnel
2. City Clerk's Office
3. Greg Loudon Emailed: 8/01/11 rk
Parker Smith & Feek, Inc.
4000 Old Seward Highway, Suite 200
Anchorage, Alaska 99503
Ph. 907-865-6839 Fax: 907-561-2504
Email: gsloudon@psfinc.com
4. Mercer Health Benefits Emailed 8/1/11 mj
Jeff Paxton
601 W. Main Ave. Ste 810
Spokane, WA 99201
Ph. 509-358-3922 Fax 509-358-3984
Email: jeff.paxton@mercerc.com