


SUBJECT: Award of Proposal No. 18-113P, Workers Compensation Claims Adjusting and Management Services to Northern Adjusters Inc, for the annual contract amount not to exceed \$60,000.




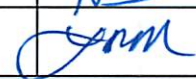

AGENDA OF: June 19, 2018

ASSEMBLY ACTION:

Approved Under the Consent
Agenda 6-19-18 

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY BOROUGH MANAGER: 

Route To:	Department/Individual	Initials	Remarks
	Purchasing		
	Finance Director		
	Borough Attorney		
	Borough Clerk		6/11/18 

ATTACHMENT (S): Fiscal Note: Yes X No _____
Advertisement (1p)

SUMMARY STATEMENT: On March 14, 2018, the Matanuska-Susitna Borough issued a solicitation requesting proposals from qualified firms for a third party administrator for Workers' Compensation claims adjusting and management services for the Matanuska-Susitna Borough.

Contract term is for 3 years, subject to annual appropriation with 2 additional years at the Borough's discretion.

In response to the advertisement, one (1) proposal was received. After a review by Borough and School District Staff, the proposal was accepted. Award recommendation is being made to Northern Adjusters, Inc. as the sole responsive and responsible proposer.

Cost for these services fluctuate based on the number of claims, with the estimated annual amount based on previous data.

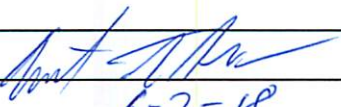
The Finance Department, will be administering the contract.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL NO. 18-113P,**
WORKERS COMPENSATION CLAIMS ADJUSTING AND MANAGEMENT SERVICES to
NORTHERN ADJUSTERS, INC. for the contract amount not to exceed
SIXTY THOUSAND DOLLARS (\$60,000) ANNUALLY.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: June 19, 2018

SUBJECT: Award of Proposal No. 18-113P, Workers Compensation Claims Adjusting and Management Services
ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
AMOUNT REQUESTED <u>60,000</u>	FUNDING SOURCE <u>Workers Comp S.I.F.</u>
FROM ACCOUNT # <u>645.000.000.407.250</u>	PROJECT # <u>N/A</u>
TO ACCOUNT :	PROJECT #
VERIFIED BY: 	CERTIFIED BY:
DATE: <u>6-7-18</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Personnel Services						
Travel						
Contractual			<u>60</u>			
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING			<u>60</u>			

CAPITAL						
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other			<u>60</u>			
TOTAL			<u>60</u>			

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____
DEPARTMENT: Chapman O'Connell DATE: 6/7/18
APPROVED BY: _____ DATE: _____

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR		ACCOUNT #	DATE FOR ADVERTISEMENT
Alaska Daily News		MATA 0070	3/14/18
Frontiersman		CONTRACT	3/16/18
TYPE OF AD:	() Display	(X) Classified	() Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

MATANUSKA-SUSITNA BOROUGH
#18-113P
WORKERS COMPENSATION CLAIMS ADJUSTING AND MANAGEMENT SERVICES

The Matanuska-Susitna Borough (MSB) is requesting proposals from qualified firms for the future services of a third party administrator for Workers' Compensation claims adjusting and management services for the Matanuska-Susitna Borough and their component unit, the Matanuska-Susitna Borough School District.

Proposal documents are available online beginning **March 14, 2018**. This proposal is available for free at the MSB Purchasing Website: www.matsugov.us/contractopportunities

For additional info, contact MSB Purchasing at (907) 861-8601, or e-mail purchasing@matsugov.us.

Proposal closing: April 10, 2018 @ 4:00 PM in the Purchasing Section

Proposals must be received in the Purchasing Division prior to the time fixed for closing of the RFP to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Persons needing accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8404.

The Matanuska-Susitna Borough reserves the right to accept or reject any or all proposals, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

Page 1 of 1	Approved by: Signature on File
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DEPARTMENT ACCOUNT NO.: 100.180.183.422.00