EXECUTIVE DECISION DOCUMENT

GENERAL MANAGER APPROVAL: DocuSigned by: Michael Jones 47000790F2D7463...	GENERAL MANAGER ACTION REQ'D: N/A
DATE: 11/20/2025	BOARD INITIATED ITEM: No

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Award Agreement no. 6M2113A to provide insurance brokerage services

Purpose:

To obtain Board authorization for the General Manager to award Agreement No. 6M2113A to Alliant Insurance Services, Inc., in an amount not to exceed $2,800,000.

Discussion:

The Risk & Insurance Management Department uses an insurance broker to place insurance and provide safety and other risk management services for the District's Owner Controlled Insurance Program (OCIP) and District construction projects, including the Communication Based Train Control project.

The existing contract with the current broker is set to expire on December 31, 2025.

Staff began the Request for Proposals (RFP) process by advertising RFP 6M2113A on July 22, 2025. The Advance Notice was sent to thirteen (13) firms, posted on the Procurement Portal, and OCR contacted one thousand twenty-six (1026) small businesses via B2Gnow system. A pre-proposal meeting and networking session with interested parties was held on July 30, 2025. Representatives of five (5) firms attended the pre-proposal conference and networking session. On August 26, 2025, proposals were received from three (3) firms: Alliant Insurance Services, Inc., Aon Risk Services West, Inc., and Newfront Insurance.

Proposals were reviewed by a four-person Source Selection Committee, consisting of BART Risk & Insurance Management staff, the Office of Civil Rights and the Procurement

Department. The committee evaluated proposals using the best value methodology. Under this approach, the District may award the contract to other than the lowest cost proposal, based upon a determination that certain technical advantages of a proposal will value for the District.

All three (3) proposals were reviewed and met the minimum technical qualifications established in the RFP. The proposals then were evaluated and scored based on the established evaluation criteria, followed by a review of the price proposals and oral interviews. After oral interviews were completed, the committee combined qualifications/technical scores and oral interview scores and determined that Alliant Insurance Services has the highest score of the three proposers.

Based upon Alliant's scores and price proposal, which was the lowest price proposal, the committee determined that the Alliant Insurance Services proposal presents the District with the best value for this OCIP Services Agreement. The committee found that Alliant has experience in rail construction safety, a better ability to develop insurance solutions and innovative and efficient administrative systems. A key element in any OCIP and the primary driver of cost savings is safety. Staff believes that Alliant's experience and capabilities in the area of rail transit OCIPs will result in savings to this project. For each year of the Agreement, an Annual Work Plan (AWP) will be negotiated, subject to a "not to exceed" amount. The price offered by Alliant is $478,441 per year with no increase. This price is fair and reasonable. A review of Alliant's financial business indicates that they are a responsible firm.

Based upon the committee's evaluation, staff recommends an award to Alliant.

Pursuant to the District's Non-Federal Small Business Program, the Office of Civil Rights set a 5% Small Business Prime Preference for this Agreement for Small Businesses certified by the California Department of General Services (DGS). It was determined that there were no certified Small Businesses certified by the DGS among the responsive Proposers and, therefore, the Small Business Prime Preference is not applicable.

The Office of the General Counsel will review and approve the Agreement as to form.

Fiscal Impact:

The maximum compensation under this Agreement will not exceed $2,800,000 for the full five-year term. The cost of this agreement is included in the FY26 adopted operating budget of the Risk & Insurance Management Department (cost Center 0304331, account 681300, Professional and Technical Services).

Alternative:

If this recommendation is not adopted, the District would not have an OCIP in place because the current agreement expires on 12/31/2025. This situation would require the contractor(s) to provide insurance at an increased cost to BART. In addition, there may be some cases where sub-contractors may not be able to obtain coverage.

Recommendation:

Adopt the following motion.

Motion:

The General Manager is authorized to award Agreement No. 6M2113A to Alliant Insurance Services for insurance brokerage services for an Owner Controlled Insurance Program for a period of three (3) years with two (2) one-year options for a total not to exceed amount of $2,800,000 pursuant to notification issued by the General Manager and subject to the District's protest procedures.