

**Johnson County
Ambulance District**
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Insurance Broker of Record RFP Recommendation

Background

The District issued a Request for Proposals (RFP) for Insurance Broker of Record services to ensure a competitive, transparent, and objective selection process. The purpose of the RFP was to identify a qualified brokerage firm with experience serving public entities and emergency service organizations while providing proactive insurance and risk management support. The selected broker will assist with insurance marketing and renewals, risk management strategies, claims and coverage advocacy, and ongoing consultation. Coverage lines included property, liability, workers' compensation, cyber, and crime insurance.

The District received five qualified proposals: First State Insurance, MKI, HUB International, Higginbotham, Gallagher

Proposals were evaluated based on criteria identified in the RFP, including:

- Experience with public entities and emergency service organizations
- Service approach and client support
- Risk management and loss control capabilities
- Market access and carrier relationships
- References and past performance
- Interview and presentation performance

Following the initial review, the highest-scoring firms were invited to participate in finalist interviews and presentations. The finalists were HUB International, Higginbotham, and Gallagher.

The interview process allowed the District to further evaluate each firm's experience, communication, strategic approach, and ability to meet the District's long-term insurance and risk management needs.

Recommendation

Based on the evaluation process, proposal review, and finalist presentations, we recommend the appointment of Higginbotham as the Johnson County Ambulance District's Insurance Broker of Record. Higginbotham demonstrated a strong understanding of emergency service organization needs, provided a comprehensive service model, and presented a proactive approach to risk management and insurance support.

Board Action Requested

Approve the appointment of Higginbotham as the Johnson County Ambulance District's Insurance Broker of Record and authorize the EMS Chief to execute the necessary Broker of Record documentation and related agreements on behalf of the District.



**Johnson County Ambulance District
Broker of Record RFP Phase 1 Overall Evaluation Sheet**

Broker	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Total Score	Average Score	Rank
First State	85	85	74	87	331	82.75	5th
Gallagher	93	94	90	93	370	92.5	1st
Higginbotham	93	94	88	95	370	92.5	1st
HUB	91	87	92	87	357	89.25	3rd
MKI	82	84	82	92	340	85	4th



**Johnson County Ambulance District
Broker of Record RFP Phase 2 Overall Evaluation Sheet**

Broker	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Total Score	Average Score	Rank
Gallagher	32	30	31	34	33	160	32	2
Higginbotham	34	34	32	34	34	168	33.6	1
HUB	33	31	30	32	31	157	31.4	3