



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Approval of the recommendation from the Consultant Review Committee to renew Kapnick Insurance Group as the City's insurance broker for general liability and property insurance until fiscal year 2028 with a one two-year city renewal option.

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

In May 2022 the City issued an RFP for General Liability and Property Insurance. Kapnick Insurance Group submitted the most comprehensive proposal and was hired as the City's insurance broker on annual contracts. Since being hired, Kapnick has compiled the necessary information to shop the City's insurance needs to various providers and has provided excellent service while obtaining the best insurance at the lowest cost. The administration recommended a longer-term contract with Kapnick and, together with representatives from Kapnick, met with the Consultant Review Committee at their June 10, 2024, meeting to discuss their performance and answer any insurance-related questions. The committee agreed with the administration and recommended Kapnick be appointed for a four-year term with an additional two-year renewal option. Kapnick is paid from annual commissions from the insurance companies and not paid directly by the City (similar to our healthcare insurance broker).

RECOMMENDED ACTION: Approval of the recommendation from the Consultant Review Committee to renew Kapnick Insurance Group as the City's insurance broker for general liability and property insurance until fiscal year 2028 with a one two-year city renewal option.