

Business Item

Management Committee



Committee meeting date: October 22, 2025

For the Metropolitan Council: November 12, 2025

Business Item: 2025-258

Benefits Consulting Services, Contract 25P058

District(s), member(s):	All
Policy/legal reference:	FM14-2 - Expenditures for the Procurement of Goods, Services, and Real Estate Policy
Staff prepared/presented:	Michelle Murray, Sr. Human Resources Manager, Benefits, 651-602-1390 Sara Kujawski, Human Resources Director, 612-463-8418
Division/department:	Regional Administration/Human Resources

Proposed action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute contract 25P058 with USI Insurance Services to provide benefits consulting services in the amount not to exceed \$1,225,000.

Background

The Metropolitan Council receives benefits consulting services including, but not limited to, monitoring the medical and dental self-funded accounts, actuarial projections for premium rate-setting, assistance with benefits insurance request for proposals, assistance with benefits legislative changes and expert guidance on benefits plan design options. The current contract expires December 31, 2025.

A Request for Proposals was issued on June 25, 2025. A pre-proposal meeting was hosted by Council staff that outlined the solicitation requirements, discussed project specifications and responded to plan holder inquiries. There were seventeen registered plan holders, eleven prime holders, three subcontractors, three plan rooms, and six plan holders identified as a minority, woman, veteran, small or disadvantaged enterprises. The Council received five proposals on August 11, 2025, to be evaluated for the consideration of award and used the proposer quality, qualifications of the proposer, experience of the proposer and price of the proposal as the criteria for evaluation. The evaluation panel reached a consensus that the proposal submitted by USI Insurance Services is the most advantageous to the Council and recommend for award.

Rationale

The execution of a professional service contract exceeding \$500,000 requires Council approval.

Thrive lens analysis

On Feb. 12, 2025, the Council adopted Imagine 2050, which builds on policy direction in Thrive MSP 2040. Under the Thrive lens, the benefit consulting services contract supports the Thrive outcomes of Stewardship and Sustainability by providing these services at a sustainable cost over the next five years. In addition, it supports the Thrive outcome of Stewardship by providing expert

benefits guidance that ensures accurate premium rate setting and plan design analysis to maintain quality benefits at the lowest cost to employees and the Council.

Funding

Funding for all services related to self-funding medical and dental plans is considered in the premium rate setting in the self-funded medical and dental reserve accounts. Funding for consulting not related to the self-funded plans is considered in the Human Resources budget.

Small business inclusion

The Office of Equity and Equal Opportunity (OEEO) thoroughly reviewed this procurement for Metropolitan Council Underutilized Business (MCUB) opportunities in accordance with federal and state laws and regulations as well as contract specifications. Upon conclusion of OEEO's research and analysis, no MCUB goal was set .

