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COUNTY OF PASSAIC
Board of County Commissioners

Memorandum

TO: Administration and Finance Committee

**FROM: Matthew P. Jordan, Esq.
County Administrator**

DATE: December 2, 2025

**RE: RFP-26-004 – Review Committee Memorandum
TPA for General Liability and Workers’ Compensation Claims**

Background and Scoring Criteria

I. Background.

On March 10, 2020, the Board of County Commissioners (hereafter “Board”) approved Resolution No. R20200226 authorizing the use of competitive contracting to procure a third-party administrator for general liability and workers’ compensation claims for the County, pursuant to N.J.S.A. 40A:11-4.1(i). Thereafter, the Purchasing Agent issued RFP-26-004, Third Party Administration for General Liability and Workers’ Compensation Claims (hereafter “RFP-26-004”). Bids were unsealed for RFP-26-004 on October 7, 2025, with two respondents: (1) Claims Resolution Corporation, Inc.; and (2) Acrisure, LLC D/B/A Bergen Risk Managers.

On December 1, 2025, a Review Committee of Matthew Jordan, County Administrator, Nadege Allwaters, County Counsel, and Richard Cahill, Chief Financial Officer (hereafter “Review Committee”) met to score the respondents as set forth herein, in compliance with the law.

II. Scoring Criteria.

Pursuant to N.J.S.A. 40A:11-4.4 (b), the methodology for awarding the competitive contract under the RFP will be based upon the evaluation and ranking under the following categories: (1) management (2) technical; and (3) cost. The scoring was weighted as follows:

CATEGORY	POINTS
Management	34
Technical	33
Cost	33

Scoring of Respondents

a. Claims Resolution Corporation, Inc.

- i. Management. The respondent's management team demonstrates experience in the scope of services as set forth in RFP-26-004. The client roster includes experience working with other comparable county and local governments. **(29/34)**
- ii. Technical. The respondent sets forth a sound structure to investigate and resolve claims against the County. Moreover, respondent's submission sets forth a technical process that satisfactorily completes the tasks as set forth in the scope of work. **(28/33)**
- iii. Cost. The cost proposal is within the budgetary amount projected by the County and in line with industry rates for this type of service. **(30/33)**

TOTAL = 87/100

b. Acrisure, LLC D/B/A Bergen Risk Managers.

- i. Management. The respondent brings a strong executive and support team with extensive experience managing and containing general liability and workers' compensation claims. The client roster includes several similar sizes county and local governments, as well as joint insurance funds. **(32/34)**
- ii. Technical. The respondent sets forth the technical expertise required to efficiently manage and contain general liability and workers' compensation claims. Likewise, the respondent demonstrates a strong understanding of the County's strategy in defending itself in various forums while managing legal fees expended by the County. **(31/33)**
- iii. Cost. The cost proposal is within the budgetary amount projected by the County and in line with industry rates for this type of service. **(28/33)**

TOTAL = 91/100

Review Committee Recommendation

Based upon the scoring of the Review Committee, it is recommended that RFP-26-004 be awarded to Acrisure, LLC D/B/A Bergen Risk Managers for a base agreement, and two one-year options to extend, as follows:

a. Base Agreement.

CONTRACT YEAR	START DATE	END DATE	COST
Year One	January 1, 2026	December 31, 2026	\$470,100
Year Two	January 1, 2027	December 31, 2027	\$470,000
Year Three	January 1, 2028	December 31, 2028	\$470,000

b. County Options to Extend Agreement.

OPTION YEAR	START DATE	END DATE	COST
Option One	January 1, 2029	December 31, 2029	\$479,400
Option Two	January 1, 2030	December 31, 2030	\$489,000

cc: Sherry Arvanitakis, QPA, Purchasing Agent
Richard Cahill, Chief Financial Officer
Timothy Roetman, Dep. County Administrator
Maeve McGinley, Asst. County Administrator
Nadege Allwaters, Esq., County Counsel