DEPARTMENT OF FINANCE AND ADMINISTRATION
RISK MANAGEMENT DIVISION

**MEMORANDUM**

**DATE:** **August 5, 2016**

**TO:** **Gregory Pease, Chairperson, Professional Services Evaluation Committee**

**FROM:** **Mitchell Perin, CPA, CGFO, MBA, Financial & Administrative Manager**

**RE:** **P-34-13 Casualty Actuarial Services, Contract Renewal – Amendment 4**

The current term for the contract 9925 with AMI Risk Casualty, INC., for casualty actuarial services is from October 1, 2015 to September 30, 2016. Risk Management is exercising the third of four one-year renewal options for the period October 1, 2016 to September 30, 2017 with one one-year renewal options remaining. The maximum indebtedness to the City will be a not-to-exceed amount of $28,400.00 to a new maximum indebtedness of $118,100.00. The FY 17 fee for services October 1, 2016 to September 30, 2017, is described in Exhibit "B" in the table "Schedule of Proposed Prices/Rates". All other terms and conditions shall remain the same.

Accordingly, it is requested, that the City Contract No. 9925, with AMI Risk Casualty, INC., for casualty actuarial services (i) be renewed for the term October 1, 2016 to September 30, 2017. The fee for the Services October 1, 2016 to September 30, 2017 as described in Exhibit B, in the table "Schedule of Proposed Prices/Rates". (ii) Increase the maximum indebtedness to the City by a not to exceed amount of $28,400.00 for a new total maximum indebtedness of $118,100.00. All other terms and conditions remain the same.

Thank you for your consideration in this matter.

cc: Alex Baker

Attachments:
AMI Risk Casualty, INC., acknowledgement attached

**AMI** **Risk Consultants, Inc.**

1336 S.W. 146th Ct.
Miami, Florida 33184

Tel: (305) 273-1589
Fax: (305) 330-5427

2878 Loveland Dr. #2208
Las Vegas, NV 89109

Tel: (702) 478-5924

August 2, 2016

Mr. Mitchell L. Perin, CPA
Financial and Administrative Manager
City of Jacksonville
117 W. Duval Street, Suite 335
Jacksonville, FL 32202

***VIA E-MAIL:***
***Mperin@coj.net***

RE: Contract No. 9925
Professional Services Agreement for Casualty Actuarial Services

Dear Mr. Perin:

This is to confirm in writing our interest to have the subject contract renewed for another year effective October 1, 2016 in accordance with the same terms, conditions, and provisions as the original contract.

We look forward to continue working with you in serving the actuarial needs of the City of Jacksonville.

Sincerely,

Aguedo M. Ingco, FCAS, MAAA, CPCU, ARM
President

cc: Mr. Twane Duckworth (via e-mail: TwaneD@coj.net)
Ms. Bibinia Centeno (via e-mail: Bcenteno@coj.net)