

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 7, 2024**

Resolution No. 024-061

**Publish a Request for Proposals (RFP) Intended
for Municipal Insurance Broker Services**

WHEREAS, the Town of Plattsburgh is seeking proposals from qualified and experienced insurance brokerage firms to provide comprehensive insurance brokerage services and act as the municipality's insurance broker to manage and optimize its insurance portfolio effectively; and

WHEREAS, firms offering proposals should be familiar with municipal government, New York State Law, and provide other municipal references; and

WHEREAS, the Town of Plattsburgh will rank the responses received on an evaluation of certification that your firms provides services to municipal clients, technical skills, experience and reference information; and

WHEREAS, the Town of Plattsburgh reserves the right to reject any or all proposals and to conduct interviews at its sole discretion. Responses must be sealed and marked "Proposal for Municipal Insurance Broker Services for the Town of Plattsburgh" and received at the Town of Plattsburgh by 12:00 pm, Friday, April 12th, 2024. Additional information regarding this Request for Proposals may be obtained by calling the Town Clerk at 562-6830 during business hours Monday – Friday or going to the Town of Plattsburgh website; now, therefore it is

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to solicit and receive formal proposals for Municipal Insurance Broker Services, to administer and deliver the scope of services, and that the Town Clerk post notice on the Town Clerk's bulletin board and post on the Town's Website; and, it is further

RESOLVED, that a copy of this Resolution be given to the Town Finance Manager

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

**Thomas E. Wood
Barbara E. Hebert
Charles A. Kostyk
Dana M. Isabella
Michael S. Cashman**