



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Human Resources



**Date:** January 20, 2016  
**Board Meeting Date:** February 9, 2016  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Donna Vaillancourt, Human Resources Director  
Scott Johnson, Deputy Director, Human Resources

**Subject:** Agreement with Origami Risk LLC for a Risk Management Information System

**RECOMMENDATION:**

Adopt a resolution authorizing an agreement with Origami Risk LLC to provide a Risk Management Information System for the County, for the term of February 16, 2016 through February 15, 2019 in an amount not to exceed \$221,660 with two one-year options to extend the agreement, in an amount not to exceed \$342,382.

**BACKGROUND:**

The Risk Management Division previously recognized the need for a RMIS (Risk Management Information System) and included this recommendation in the Fiscal Year 2015-2019 Strategic Plan, under Risk Management Goal 7: Leverage Technology to mitigate and analyze risk and improve operational efficiencies, where one of the priorities reads "Implement an Executive Information System to generate risk management analysis and statistical reporting for interested parties." The Risk Management Division has identified the Origami Risk RMIS as the best option to assist in the management of our Workers' Compensation, Auto, General Liability, Property, Medical Malpractice, ADA, Intermittent Leave, Occupational Health, and other lines. The RMIS will enable us to import data and information from our third party administrators and combine all losses in a comprehensive platform where we can track and monitor our losses from a high-level financial perspective using built-in claims analysis and reporting tools. The RMIS will allow us to document activity, set alerts and triggers on priority claims, record payments, set diaries, run reports, track safety initiatives, and monitor overall risk management program performance in real-time. We see the implementation of a RMIS as a much needed technology that will take the risk management program performance to the next level.

**DISCUSSION:**

In October 13, 2015, a Request for Proposals (RFP) was issued. Five proposals were received and evaluated by a selection committee made of up of County Risk Management and Information Services Department employees. Respondents were further evaluated and two vendors were selected to provide the County with an in-person demo. The committee recommended that the County select Origami Risk LLC as the vendor of choice for the RMIS.

Origami Risk LLC is a privately held company led by, and wholly owned by, the most experienced management team in the RMIS industry. Origami Risk was founded in 2008 as an alternative to the older legacy technology used by other RMIS suppliers. Origami provides a full-featured RMIS platform for most major coverages, including but not limited to Workers' Compensation, General Liability, Property, Auto, Auto Physical Damage, etc., providing comprehensive functionality including check writing, claims management including incident intake, letter merge, OSHA forms, reporting and more.

Therefore, the County believes that it is in the best interest to enter into a contract with Origami Risk LLC.

The resolution contains the County's standard provisions allowing amendments of the County's fiscal obligations by a maximum of \$25,000 (in aggregate).

The resolution and agreement have been reviewed and approved by County Counsel as to form.

Approval for this agreement contributes to the 2015-2019 Strategic Plan, to leverage technology to mitigate and analyze risk and improve operational efficiencies.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2015-16 Projected</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Projected</b>
Total number of expected Workers' Compensation Claims*	622	603	591
Expected % Reduction in Workers' Compensation Claims*	N/A	3%	5%

\*Actual claims and does not include incidents reported that did not become claims

**FISCAL IMPACT:**

There is no impact to net county cost. All costs associated with this contract are offset by the Risk Management Workers' Compensation Trust Fund.

**Exhibit A**  
**Request for Proposal Matrix**

1.	General Description of RFP	Risk Management Information System for Workers' Compensation, Auto, General Liability, Property, Medical Malpractice, ADA, Intermittent Leave, Occupational Health
2.	List key evaluation criteria	Vendor Information, Training/Learning Curve, System Requirements, County Needs, Data Requirements, and Detailed Cost.
3.	Where advertised	The RFP was published on the public purchase website ( <a href="http://www.publicpurchase.com/">www.publicpurchase.com/</a> ) with a two-week window for responses.
4.	In addition to any advertisement, list others to whom RFP was sent	N/A
5.	Total number of RFP's sent to prospective proposers	0
6.	Number of proposals received	5
7.	Who evaluated the proposals	<ul style="list-style-type: none"> <li>• Scott Johnson, Deputy Director, Human Resources</li> <li>• Janine Keller, Disability Unit Manger</li> <li>• Rod Maplestone, Workers' Compensation Manager</li> <li>• Rebecca Levett, Workers' Compensation Manager</li> <li>• Alicia Kellie, Ergonomics and Safety Manager</li> <li>• Patrick Enriquez, HR and Payroll Systems Support Supervisor</li> <li>• Belle Sierra, Information Technology Manager</li> </ul>
8.	In alphabetical order, names of proposers (or finalists, if applicable) and location	<ul style="list-style-type: none"> <li>• CSC RISKMASTER (Falls Church, Virginia)</li> <li>• Origami Risk (Glencoe, Illinois)</li> <li>• Optial (United Kingdom)</li> <li>• QISS ClaimPilot (College Station, Texas)</li> <li>• Riskconnect (Kennesaw, Georgia)</li> </ul>