



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:
DATE OF COURT MEETING: 7/15/2025
ITEM: Approval of Renewal of Contract #25-131R Benefits Consultant with USI Insurance Services LLC for an additional year.
TO: Commissioners Court
FROM: Celina Nava
DATE: 07/09/2025
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: Human Resources Department is requesting renewal of the Client Service Agreement with USI Southwest, Inc. for employee benefits consulting and brokerage services. This service is included in the current year's HR budget at a fixed annual fee of \$120,000. Delays in renewal could disrupt strategic benefits planning, open enrollment coordination, and vendor negotiations. This contract will need to be approved before August 22, 2025 to avoid lapse in service. This is the second of three available renewal options.

ATTACHMENTS:

File Name

[Fully_Executed_Contract_-_USI.pdf](#)
[RFP_-_USI_Southwest_Inc.pdf](#)
[Renewal_Letter.pdf](#)

Description

Original Contract
RFP
Partially Executed Renewal Letter

Type

Backup Material
Backup Material
Backup Material