

**STAFF REPORT  
City of Lancaster**

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MVB

Date: January 22, 2013

To: Mayor Parris and City Council Members

From: Mark V. Bozigian, City Manager  
Beverly Glode, Human Resources & Risk Management Director

Subject: **Approval of Third Party Claims Administrator Services Contract Extension**

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**Recommendation:**

Approve a one-year agreement extension for Carl Warren & Company as the City's Third Party Administrator for liability claims; authorize the City Manager to execute said agreement.

**Fiscal Impact:**

This agreement includes an increase in hourly rate from \$55.00 to \$56.00 per hour.

**Background:**

The City of Lancaster has long maintained a professional services agreement with Carl Warren & Company to provide for administration of liability claims and suits received from individuals who believe the City has responsibility for damage to property or persons. Carl Warren & Company administers claims for more than 175 cities and more than 350 public entities. They are the claims administrators for approximately 25% of the public entities in California. Carl Warren & Company manages claims from their inception to final resolution either at the claims or litigation level.

The City has always maintained a very favorable association with Carl Warren & Company and believes it is in the best interest of the City to maintain the stability of this relationship.

**Attachment:**

Liability Claims Administration Services Agreement.