

**AMENDMENT TWO TO AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND  
BENEFIT COORDINATORS CORPORATION**

THIS AMENDMENT TO THE AGREEMENT, entered into this 12 day of OCTOBER, 2023, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Self Insured Services Company doing business as Benefit Coordinators Corporation, hereinafter called "Contractor";

WITNESSETH:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, on September 15, 2020, the Board of Supervisors approved the Resolution No. 077709 authorizing an agreement with Contractor, and which authorized the Human Resources Director or the Director's designee to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000; and

WHEREAS, the parties entered into an Agreement for the purpose of continuing annual hosted services, software licensing, and platform enhancements on September 15, 2020, for the term of October 1, 2020, through December 31, 2023, in an amount not to exceed \$975,000; and

WHEREAS, on September 25, 2023, the Human Resources Director executed a contract amendment to increase the contract amount by \$25,000 for a new agreement not to exceed \$1,000,000; and

WHEREAS, as part of this Agreement, an optional fourth- and fifth-year extension was incorporated, to be exercised at the County's sole discretion, with approved amounts for a one-time optional fourth year and fifth year not to exceed an additional \$300,000 per year; and

WHEREAS, the County now wishes to exercise the one-time fourth- and fifth-year option, extending the Agreement term through December 31, 2025, increasing total not-to-exceed amounts by \$600,000 for the two-year extension; and

WHEREAS, the parties wish to increase the amount of the Agreement to incorporate an additional \$180,000 for the costs of increased Retiree Health enrollments over the next two years based on the structure of the new retiree health agreements that have been implemented with several bargaining units and additional transactions that are being made to the Retiree Health Reimbursement Accounts that are part of the new retiree health agreements; and

WHEREAS, the parties wish to amend the Agreement to incorporate the already approved one-time option to extend the Agreement for two years as well as the increased costs for a total not-to-exceed amount of \$1,780,000.

**NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:**

1. Paragraph 3, Payments, is amended to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit B through H, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit I. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed One million seven hundred and eighty thousand dollars (**\$1,780,000**). In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement.

2. Paragraph 4, Term, is amended to read as follows:

Subject to compliance with all terms and conditions, the term of this Agreement shall be from October 1, 2020, through December 31, 2025.

3. **All other terms and conditions of the agreement dated September 15, 2020, and its Amendment One dated September 25, 2023, between the County and Contractor shall remain in full force and effect.**

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

**For Contractor: SELF INSURED SERVICES COMPANY dba BENEFIT COORDINATORS CORPORATION**

  
Contractor Signature

10/12/2023  
Date

Michael Lanton, SVP  
Contractor Name (please print)

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**For County:**

COUNTY OF SAN MATEO

By:  
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:  
Clerk of Said Board