

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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ADOPT A RESOLUTION AUTHORIZING: 1) A THREE-YEAR AGREEMENT WITH BENEFIT COORDINATORS CORPORATION FOR THE PROVISION OF RETIREE BENEFITS ADMINISTRATION, FLEXIBLE SPENDING ACCOUNTS ADMINISTRATION, HEALTH SAVINGS ACCOUNT ADMINISTRATION AND COBRA ADMINISTRATION FOR COUNTY EMPLOYEES, RETIREES AND THEIR DEPENDENTS FOR THE TERM OF JANUARY 1, 2026 THROUGH DECEMBER 31, 2028, IN AN AMOUNT NOT TO EXCEED ONE MILLION ONE HUNDRED FIFTY-FIVE THOUSAND DOLLARS (\$1,155,000.00), AND 2) A ONE-TIME OPTION TO EXTEND THE AGREEMENT FOR TWO YEARS IN AN AMOUNT NOT TO EXCEED \$385,000 PER YEAR, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$1,925,000, AT THE SOLE DISCRETION OF THE DIRECTOR OF HUMAN RESOURCES OR DESIGNEE.

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, In April 2020, the Board approved Resolution No. 077709 authorizing an agreement with Benefits Coordinators Corporation to administer retiree benefits, flexible spending accounts, and COBRA for County employees, retirees, and their dependents. The current contract with Benefit Coordinators Corporation will end 12/31/2025.

WHEREAS, On April 30, 2025, the Benefits Labor Committee conducted a Request for Proposals (RFP) and solicited and evaluated proposals from three providers to ensure that the County is receiving the competitive benefits and services available in the marketplace. The Committee interviewed two RFP finalists and ranked each of their proposals on the following criteria: comprehensive plan administration, cost effectiveness, enhanced participant experience, customization and flexibility,

vendor expertise and track record, and data security and privacy. Based on these criteria, the committee unanimously agreed that Benefit Coordinators Corporation's proposal most closely met the County's needs and is recommending that they remain the provider for these services to the County.

WHEREAS, the distinguishing strengths of BCC's proposal were its account management model, which gives BCC the ability to effectively manage the unique complexities of the County's retiree health system, combined with its competitive pricing.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors hereby authorizes a three-year agreement with Benefit Coordinators Corporation for the provision of retiree administration, flexible spending account administration, health savings administration and COBRA administration for County employees, retirees and their dependents for the term of January 1, 2026 through December 31, 2028 in an amount not to exceed \$1.155 million; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby authorizes a one-time option at the sole discretion of the Director of Human Resources or designee to extend the agreement for two years, in an amount not to exceed \$385,000 per year, for a total not-to-exceed amount of \$1,925,000; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby authorizes 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 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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