

RESOLUTION NO. _____

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

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RESOLUTION WAIVING THE REQUEST FOR PROPOSALS PROCESS AND AUTHORIZING A) THE PRESIDENT OF THE BOARD TO EXECUTE A TWO-YEAR AGREEMENT WITH BENESYST FOR THE PROVISION OF A BENEFITS ADMINISTRATION SYSTEM FOR THE TERM OF JUNE 1, 2012 THROUGH MAY 31, 2014 IN AN AMOUNT NOT TO EXCEED THE AGGREGATE AMOUNT OF \$961,848, AND B) 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.

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

WHEREAS, Ordinance Code Section 2.92.050 authorizes the Board of Supervisors to waive the Request for Proposals process in any situation where the Board determines that the best interest of the County would be served without the necessity of formal proposals; and

WHEREAS, on May 25, 2010, your Board approved an Agreement with Benesyst, pursuant to a Request for Proposal Process, to provide an online Benefits Administration System that streamlines administrative processes; and

WHEREAS, the system is designed to effectively manage health plan eligibility resulting in increased financial controls to reduce excess premiums paid to insurance carriers and help ensure compliance with complex IRS guidelines; and

WHEREAS, the Agreement with Benesyst is for a term ending May 31, 2012 and transition to any new Benefits Administration vendor would result in significant one-time implementation and programming costs to make necessary changes to the County's payroll system ("PIPs") to configure it to receive biweekly payroll change files in the new benefits administration system's format; and

WHEREAS, continuing with the County's current contractor, Benesyst, is the only option to avoid these significant one-time costs; and

WHEREAS, the County is exploring the possibility of replacing and updating its current payroll system and it is the County's best interest to conduct an RFP process for the Benefits Administration System once a decision on a new payroll system has been made; and

WHEREAS, in light of the foregoing, this Board has determined that it is in the best interest of the County to waive the RFP process and hereby does so; and

WHEREAS, an agreement with Benesyst for a Benefits Administration System will help to effectively manage health plan eligibility, to implement strong financial controls and monitoring of insurance costs, and to provide employees and retirees with the tools and resources to increase their understanding and appreciation of County benefits;

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors hereby authorizes the President of the Board to execute a two-year agreement with Benesyst to provide a Benefits Administration System for the term

of June 1, 2012 through May 31, 2014 in an amount not to exceed \$961,848 and the Clerk of said Board shall attest the President's signature thereto;

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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