

RESOLUTION NO. .

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

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RESOLUTION AUTHORIZING WAIVER OF THE REQUEST FOR PROPOSAL PROCESS AND EXECUTION OF A THREE-YEAR AGREEMENT WITH BENEFIT COORDINATORS CORPORATION FOR THE PROVISION OF RETIREE BENEFITS ADMINISTRATION, FLEXIBLE SPENDING ACCOUNTS ADMINISTRATION, HEALTH SAVINGS ADMINISTRATION AND COBRA ADMINISTRATION FOR COUNTY EMPLOYEES, RETIREES AND THEIR DEPENDENTS FOR THE TERM OF OCTOBER 1, 2020 THROUGH DECEMBER 31, 2023, IN AN AMOUNT NOT TO EXCEED \$975,000 WITH A ONE-TIME OPTION TO EXTEND THE AGREEMENT FOR TWO YEARS IN AN AMOUNT NOT TO EXCEED \$300,000 PER YEAR

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

WHEREAS, In April 2015, the County’s Human Resources Department and Benefits Labor Committee unanimously selected the Benefits Coordinators Corporation to administer these benefit programs. The current contract with Benefit Coordinators Corporation will end 12/31/2020 but due to implementation timelines, the contract will need to begin 10/01/2020.

WHEREAS, Currently, our health savings account administration is under contract with Optum Bank. and this contract expires on 12/31/2020.

WHEREAS, On April 6, 2020, the County’s benefits broker, Alliant Insurance Services (Alliant), launched a Request for Information (RFI) process for flexible spending accounts (FSA), COBRA administration and health savings administration (HSA) on behalf of the County. Seven separate vendors responded, including Benefit Coordinators Corporation (BCC).

WHEREAS, The RFI revealed the cost to dislodge the incumbent software and install a new system would outweigh any annual cost savings from switching

WHEREAS, a review by the County's Benefits Labor Committee was conducted and unanimously identified BCC's proposal as the strongest proposal submitted based on the observations below. The recommendation of the committee was to retain BCC and move the health savings administration from Optum Bank to BCC.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors hereby authorizes waiver of the request for proposal process and execution of a three-year agreement with Benefit Coordinators Corporation for the provision of retiree benefits, flexible spending accounts, COBRA administration and health savings administration for County employees, retirees and their dependents for the term of October 1, 2020 through December 31, 2023 in an amount not to exceed \$975,000, with a one-time option to extend the agreement for two years, in an amount not to exceed \$300,000 per year; 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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