



Staff Reports Details (With Text)

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Title: Employee Benefits Consultant - Professional Services Agreement

Sponsors:

Indexes:

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Attachments: 1. ATCH 1 - Services Agreement (Professional Services) draft, 2. EX A - Scope of Services and Schedule of Performance, 3. EX B - Compensation Rates and Charges

Date	Ver.	Action By	Action	Result
4/6/2021	1	CITY COUNCIL OF THE CITY OF NAPA	approved	Pass

To: Honorable Mayor and Members of City Council

From: Bret Prebula, Finance Director

Prepared By: Jocelyn Ramirez, Management Analyst

TITLE:

Employee Benefits Consultant - Professional Services Agreement

RECOMMENDED ACTION:

Authorize the Finance Director to execute on behalf of the City an agreement for an Employee Benefits Consultant with The Segal Company (Western States), Inc., in a maximum amount of \$306,000, over a five-year period.

DISCUSSION:

The City previously contracted with The Segal Company for health benefits and insurance administration services for its employees.

The City wished to improve the services offered to employees by seeking proposals from qualified firms to retain an Employee Benefits Consultant which would advise and assist the City on a broad scope of issues relating to the administration of employee benefits such as group health insurance, group dental, basic life insurance, accidental death and dismemberment, long term disability, optional additional life insurance, Accidental Death and Dismemberment insurance, Health Retirement Accounts (HRA), Retiree Medical Trust (RMT), supplemental long term disability insurance, and a variety of other supplemental insurance options.

The City issued a request for proposals (FINANCE06252020) for a health benefits administrator on June 25, 2020 and had 3 responses by closing date of July 13, 2020. After careful review and consideration, The Segal Company was selected as the preferred vendor.

FINANCIAL IMPACTS:

Funds have been budgeted in this current year Fiscal Year 2021 from the General Services Admin account 41940-53201. Revenue and expenditures will be included in future fiscal year budgets of the General Services Admin account for the duration of the five-year contract.

CEQA:

The Finance Director has determined that the recommended actions described in this agenda report are not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

DOCUMENTS ATTACHED:

ATCH 1 - Services Agreement (Professional Services) draft
EX A - Scope of Services and Schedule of Performance
EX B - Compensation Rates and Charges

NOTIFICATION:

None.