

City of Columbia

701 East Broadway, Columbia, Missouri 65201



Agenda Item Number: R 213-14

Department Source: Human Resources

To: City Council

From: City Manager & Staff

Council Meeting Date: November 17, 2014

Re: Contract extension for CBIZ Benefit and Insurance Services, Inc.

Documents Included With This Agenda Item

Council memo, Resolution/Ordinance, Amendment No. 1 - Agreement

Supporting documentation includes: None

Executive Summary

The proposal would extend the City's contract with CBIZ Benefit and Insurance Services, Inc. for employee benefit consulting services until December 31, 2016. CBIZ has agreed to no fee increases during the extension period.

Discussion

CBIZ Benefit and Insurance Services, Inc. has provided benefit consulting services to the City of Columbia since June 1, 2010. The agreement is set to expire May 31, 2015. The Human Resources Department wishes to extend the renewal term to December 31, 2016 for continuity of services:

- The department's benefits manager left city service November 13, 2014. Staff transition will create a capacity issue, and CBIZ's knowledge of City benefits is extremely valuable.
- The City budget process timetable conflicts with a May expiration in general. The department would like to move the expiration to the end of the benefit (calendar) year.
- The COFERS project HR/payroll module development phase begins in January 2015. Staff capacity will be an issue in 2015 because of the work involved with COFERS.
- Implementation of the Affordable Care Act (ACA) requirements for 2015 is complicated. Extension of this agreement will assist the department to insure ACA provisions are handled correctly and timely.
- CBIZ's performance has been excellent.

No fee increases will be incurred as a result of the extension.

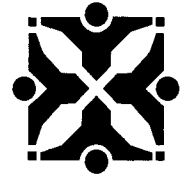
Fiscal Impact

Short-Term Impact: None.

Long-Term Impact: None.

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Vision, Strategic & Comprehensive Plan Impact

Vision Impact: Not Applicable

Strategic Plan Impact: Financial Health

Comprehensive Plan Impact: Not Applicable

Suggested Council Action

Adoption of this ordinance.

Legislative History

Not applicable.


Department Approved


City Manager Approved

Introduced by _____ Council Bill No. R 213-14

A RESOLUTION

authorizing Amendment No. 1 to the agreement with CBIZ
Benefit & Insurance Services, Inc. for employee benefit
consulting services.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS
FOLLOWS:

SECTION 1. The City Manager is hereby authorized to execute Amendment No. 1
to the agreement with CBIZ Benefit & Insurance Services, Inc. for employee benefit
consulting services for the period of May 31, 2015 through December 31, 2016. The form
and content of the agreement shall be substantially as set forth in "Exhibit A" attached
hereto and made a part hereof.

ADOPTED this _____ day of _____, 2014.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

**AMENDMENT NO. 1
TO CONSULTING SERVICES,
AGREEMENT BETWEEN THE CITY OF COLUMBIA, MISSOURI
AND CBIZ BENEFIT & INSURANCE SERVICES, INC.
EMPLOYEE BENEFITS**

THIS AMENDMENT NO. 1 modifies the Agreement of the 1st day of June 2010 for consulting services between the City of Columbia, Missouri (City) and CBIZ BENEFIT & INSURANCE SERVICES, INC, a Missouri Corporation (Agreement).

WHEREAS, the Agreement authorized benefits management consulting and was set to expire on May 31, 2015; and

WHEREAS, the Parties wish to extend the renewal term to December 31, 2016 for continuity of services until the end of 2016 calendar year.

NOW THEREFORE, the terms and conditions of the Agreement are as modified as specifically set forth herein. All other provisions of the Agreement, to the extent not inconsistent with this Amendment, remain in full force and effect.

EFFECTIVE DATE

The effective date of this Amendment No. 1 shall be May 31, 2015.

MODIFICATIONS

1. The renewal term of the Agreement shall be extended from the effective date of this amendment No. 1 until December 31, 2016.
2. City payment for the extended time shall be the same amount for each quarter as in the Agreement subject to the future funds budgeted and appropriated for that purpose.

IN WITNESS WHEREOF, CITY OF COLUMBIA and CBIZ BENEFIT & INSURANCE SERVICES, INC have executed this Amendment No. 1.

FOR THE CITY OF COLUMBIA, MISSOURI

By: _____

Mike Matthes, City Manager

ATTEST:

Sheela Amin, City Clerk

Date

APPROVED AS TO FORM:

Nancy Thompson, City Counselor

I hereby certify that this Contract is within the purpose of the appropriation to which it is to be charged, that is, account 659-1310-601.49-60, and that there is an unencumbered balance to the credit of such account sufficient to pay therefore.

John Blattel, Director of Finance

CBIZ BENEFIT & INSURANCE SERVICES, INC,
a Missouri Corporation

Sign:_____

Name:_____

Title:_____

ATTEST:

Name:_____

Title:_____