



Legislation Text

File #: 17-0838, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 07-25-17

Requesting Agency: Office of Human Resources
Division:

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Item Title & Description:

(Do not delete the following instructions)

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

A resolution approving a proposed Second Amendatory Agreement between the City and County of Denver and Retirement Planning Services, Inc. for flexible spending account and COBRA administration.

Adds \$237,600 and one year with a new total of \$727,600 and end date of 12-31-18 to the contract with Retirement Planning Services, Inc. or 24HourFlex for employee flexible spending accounts and Consolidated Omnibus Budget Reconciliation Act administration to City employees (CSAHR-201314222-02). The last regularly scheduled Council meeting within the 30-day review period is on 9-11-17. The Committee approved filing this resolution by consent on 8-1-17.

Affected Council District(s) or citywide? Citywide

Contract Control Number: CSAHR-201314222-02

Vendor/Contractor Name (including any "DBA"): Retirement Planning Services, Inc

Type and Scope of services to be performed: Second amendment to the agreement for Retirement Planning Services, Inc., dba "24HourFlex" to provide administration of flexible spending accounts, and COBRA in 2017 to employees eligible pursuant to section 18-171 of the

DRMC, and classified members of the police departments, extends term until 12/31/2018 and adds an additional \$237,600.00 to the total contract amount bringing the total to \$727,600.00. Contract ID#CSAHR-201314222-02

Location (if applicable):

WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):

Are WBE/MBE/DBE goals met (if applicable)?

Is the contract new/a renewal/extension or amendment?

Was this contractor selected by competitive process or sole source?

For New contracts

Term of initial contract:

Options for Renewal:

How many renewals (i.e. up to 2 renewals)?

Term of any renewals (i.e. 1 year each):

Cost of initial contract term:

Cost of any renewals:

Total contract value council is approving if all renewals exercised:

For Amendments/Renewals Extensions:

Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?

If length changing

What was the length of the term of the original contract? Three years

What is the length of the extension/renewal? One year

What is the revised total term of the contract? 01-01-14 - 12-31-18

If cost changing

What was the original value of the entire contract prior to this proposed change?
\$490,000

What is the value of the proposed change? \$237,600

What is the new/revised total value including change? \$727,600

If terms changing

Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)