



**BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS**

Requested Board Meeting Date: February 21, 2017

or Procurement Director Award

Contractor/Vendor Name (DBA): Lewis & Ellis, Inc.

Project Title/Description:

Actuarial services for the Health Benefits Trust Fund (HBT) audit.

Purpose:

Amendment for the FY 2016-17 financial audit.

Procurement Method:

Not applicable

Program Goals/Predicted Outcomes:

To ensure the County receives actuarially determined liability estimates needed for financial reporting in the audited financial statements of the Health Benefits Trust Fund in compliance with ARS 11-981(B)(3).

Public Benefit:

Assures compliance with generally accepted accounting principles when reporting claims liabilities in the HBT financial statements.

Metrics Available to Measure Performance:

Actuarial report completed by September 30th.

Retroactive:

No

Original Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

Expense Amount: \$ _____ Revenue Amount: \$ _____

Funding Source(s): _____

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? Yes No Not Applicable to Grant Awards

Were insurance or indemnity clauses modified? Yes No Not Applicable to Grant Awards

Vendor is using a Social Security Number? Yes No Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: CT Department Code: HR Contract Number (i.e., 15-123): 14 - 295

Amendment No.: 4 AMS Version No.: 11

Effective Date: September 30, 2017 New Termination Date: September 30, 2018

Expense Revenue Increase Decrease Amount This Amendment: \$ 13,000

Funding Source(s): Charges for services from the Health Benefits Trust fund.

Cost to Pima County General Fund: \$0

To: COB- 2-15-17- (1)
pgs. 2 Addendum

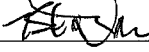
Procure Dept 02/15/17 PM02:17

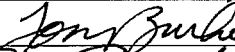
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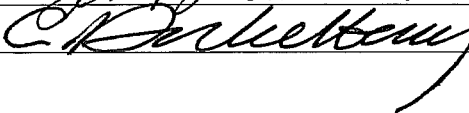
Contact: Andy Welch, Divison Manager

Department: Finance - Financial Control and Reporting

Telephone: 724-8305

Department Director Signature/Date:  2/13/2017

Deputy County Administrator Signature/Date:  2-14-17

County Administrator Signature/Date:
(Required for Board Agenda/Addendum Items)  2/15/17

**PIMA COUNTY DEPARTMENT OF FINANCE AND RISK
MANAGEMENT DEPARTMENT**

**PROJECT: ACTUARIAL SERVICES for HEALTH
BENEFITS TRUST FUND**

CONTRACTOR: LEWIS & ELLIS, INC.

CONTRACT NO.: CT-HR-14000000000000000295

CONTRACT AMENDMENT NO.: FOUR (#04)

CONTRACT

NO. CT-HR-14-295

AMENDMENT NO. 04

This number must appear on all
invoices, correspondence and
documents pertaining to this
contract.

ORIG. CONTRACT TERM: 10/01/2013 - 09/30/2014
TERMINATION DATE PRIOR AMENDMENT: 09/30/17
TERMINATION THIS AMENDMENT: 09/30/2018

ORIG. CONTRACT AMOUNT: \$12,000.00
PRIOR AMENDMENTS: \$39,000.00
AMOUNT THIS AMENDMENT: \$13,000.00
REVISED CONTRACT AMOUNT: \$64,000.00

CONTRACT AMENDMENT

WHEREAS, COUNTY and CONTRACTOR entered into a Contract for services as referenced above; and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article I - Term, have agreed to extend the Contract term for a period of one year; and

WHEREAS, CONTRACTOR and COUNTY have agreed to increase the contract amount to allow payment for the continued provision of actuarial services for fiscal year 2016-2017 for the Health Benefits Trust Fund during the extended term of the contract.

NOW, THEREFORE, it is agreed as follows:

CHANGE: ARTICLE I - TERM:

From: "... shall terminate on the 30th day of September, 2017..."

To: "... shall terminate on the 30th day of September, 2018..."

CHANGE: ARTICLE III - PAYMENT:

From: "Total payment for this Contract shall not exceed \$51,000.00."

To: "Total payment for this Contract shall not exceed \$64,000.00."

The effective date of this Amendment shall be September 30, 2017.

(THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK)

All other provisions of the Contract, not specifically changed by this Amendment, shall remain in effect and be binding upon the parties.

IN WITNESS THEREOF, the parties have affixed their signatures to this Amendment on the dates written below.

APPROVED:

Chair, Board of Supervisors

Date

CONTRACTOR:

Patrick Glenn
Signature

Patrick Glenn, Vice President
Name and Title (Please Print)


1/30/2017
Date

ATTEST

Clerk of Board


Date

APPROVED AS TO FORM:


TOBIN ROSEN
Deputy County Attorney

1/24/17
Date

APPROVED AS TO CONTENT


Department Head

2/13/2017
Date

(if required by County Department or delete)