

BOARD OF SUPERVISORS AGENDA ITEM SUMMARY

Requested Board Meeting Date: 11/19/13

ITEM SUMMARY, JUSTIFICATION and/or SPECIAL CONSIDERATIONS

Amendment of Award: MA# B506994, Amendment # 6, CBIZ Benefits & Insurance Services of Arizona, Inc., to provide Employee Benefits Consulting Services, extend contract term to 12/14/14, increase contract amount by \$50,000.00, Funding Source: General fund, Administering Department: Human Resources.

BACKGROUND

The contract was initially awarded by the Procurement Director on 11/05/09 in the annual amount of \$21,750.00 and included four one-year renewals of which three have been previously executed. The contracts current termination date is 12/14/13. Historical requirements and expenditures average about \$3,561.00 per month, and as of 10/22/13 the contract has an unused contract amount of \$3,600.00. Major user and administering department of this contract is Human Resources.

The solicitation #1000195 that established this contract was conducted as prescribed by the Pima County Procurement code (11.12.030 – Professional Services) via Board Policy D29.6 - Selection and Contracting of Professional Services which limits the Procurement Directors authority to contract amounts of \$50,000.00.

This amendment of award is required to add the funding anticipated to satisfy requirements for these services during extended contract period. The initial award was to the lowest total price offer and most qualified respondent. Unit Rates remain the same.

This contract amendment is required to continue the provision of the services and products to Human Resources.

Effective Date: 12/14/2013
New Termination Date: 12/14/2014
Original Contract Amount: \$ 21,750.00
Prior Amendment Amounts: \$ 178,250.00
This Amendment Amount: \$ 50,000.00
Revised Contract Amount: \$ 250,00.00

Contract Number: MA-PO-B506994-BC-06
Effective Date: 12-14-13
Term Date: 12-14-14
Cost: \$50,000.-
Revenue: _____
Total: _____
Action: 9-1-14
Renewal By: D12-14-14
Term: _____
Reviewed by: JLK

Contract Officer :(*Jennifer Moore and 520.724.8164*) Procurement Department

CLERK OF BOARD USE ONLY: BOS MTG. _____ ITEM NO. _____

*Ver- 7
Vendor- 1
Pg. 2*

Procure Dept 11/05/13 PM 09:08

*To: CoB 11-6-13
Agenda 11-19-13
(1)*

PIMA COUNTY DEPARTMENT OF HUMAN RESOURCES PROJECT: EMPLOYEE BENEFITS CONSULTING SERVICES CONTRACTOR: CBIZ Benefits & Insurance Services of Arizona, Inc. CONTRACT NO.: MA-PO-B506994-BC CONTRACT AMENDMENT NO.: Six (#06) FUNDING: General Funds	<table border="1"> <tr> <td colspan="2" style="text-align: center;">CONTRACT</td> </tr> <tr> <td colspan="2">NO. <i>MA-PO-B506994-BC</i></td> </tr> <tr> <td>AMENDMENT NO.</td> <td style="text-align: center;"><i>06</i></td> </tr> <tr> <td colspan="2"> <small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small> </td> </tr> </table>	CONTRACT		NO. <i>MA-PO-B506994-BC</i>		AMENDMENT NO.	<i>06</i>	<small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small>	
CONTRACT									
NO. <i>MA-PO-B506994-BC</i>									
AMENDMENT NO.	<i>06</i>								
<small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small>									

ORIG. CONTRACT TERM: 12/15/09 – 12/14//2010	ORIG. CONTRACT AMOUNT: \$21,750.00
TERMINATION DATE PRIOR AMENDMENT: 12/14/13	PRIOR AMENDMENTS: \$178,250.00
TERMINATION THIS AMENDMENT: 12/14/14	AMOUNT THIS AMENDMENT: \$50,000.00
	REVISED CONTRACT AMOUNT: \$250,000.00

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, COUNTY and CONTRACTOR, pursuant to Article III – Compensation and Payment, have agreed to increase the contract amount to allow payment for the continued provision of Employee Benefit Consulting Services during the extended term of the contract.

NOW, THEREFORE, it is agreed as follows:

CHANGE: ARTICLE I - TERM:

From: "... shall terminate on the 14th day of December, 2013..."

To: "... shall terminate on the 14th day of December, 2014..."

CHANGE: ARTICLE III - PAYMENT:

From: "Total payment for this Contract shall not exceed \$200,000.00."

To: "Total payment for this Contract shall not exceed \$250,000.00."

The effective date of this Amendment shall be December 14, 2013.

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

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM:



Deputy County Attorney

9/27/13
Date

MARC NATELSKY

APPROVED AS TO CONTENT



Department Head

10/4/13
Date

CONTRACTOR:



Signature

Paul Zucarelli

Name and Title (Please Print)

10/8/13
Date