

COB - BOSAIR FORM

01/23/2026 4:31 PM (MST)

Submitted by Kelsey.Braun-Shirley@pima.gov



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number: SC PO SC2400001161

Award Type: Contract

Is a Board Meeting Date Requested? Yes

Requested Board Meeting Date: 02/17/2026

Signature Only:

NO

Procurement Director Award / Delegated Award:

- N/A

Supplier / Customer / Grantor / Subrecipient: ARAG North America Incorporated DBA ARAG LLC

Project Title / Description: Employee Prepaid Legal Services

Purpose: Amendment of Award: Supplier Contract No. SC2400001161, Amendment No. 05. This Amendment extends the term of the contract commencing on 07/01/2026 and terminating on 06/30/2027, adds four (4) additional one-year renewal options, increases the annual award amount by \$45,000.00 from \$205,000.00 to \$250,000.00 for a cumulative not-to-exceed contract amount of \$1,275,000.00, and appends Exhibit B.1 to establish the fee schedule for contract years six through ten. The extension is needed to continue to provide a prepaid legal service benefit to all eligible employees and capitalize on a five-year rate pass provided by the supplier. The award increase is needed due to rising enrollment in the plan. Administering Department: Human Resources.

Procurement Method: Other

Insert additional Procurement Method info, if applicable: Pursuant to Pima County Procurement Code. 11.12.020, Competitive sealed proposals, on 01/11/2021, the Procurement Director approved an award of contract for an initial term of one (1) year and an annual award amount of \$205,000.00 with four (4) one-year renewal options.

To: COB 1/19/2026
Vers: 6
Pgs: 3

On 04/07/2022, the Procurement Director approved Amendment No. 01, which extended the termination date to 06/30/2023 and added the annual award amount of \$205,000.00 for a cumulative not-to-exceed contract amount of \$410,000.00. Three (3) renewal options remained.

On 04/19/2023, the Procurement Director approved Amendment No. 02, which extended the termination date to 06/30/2024, added the annual award amount of \$205,000.00 for a cumulative not-to-exceed contract amount of \$615,000.00, and

appended the Forced Labor of Ethnic Uyghurs provision to the contract pursuant to A.R.S. §35-394. Two (2) renewal options remained.

On 04/22/2024, the Procurement Director approved Amendment No. 03, which extended the termination date to 06/30/2025 and added the annual award amount of \$205,000.00 for a cumulative not-to-exceed contract amount of \$820,000.00. One (1) renewal option remained.

On 03/18/2025, the Procurement Director approved Amendment No. 04, which extended the termination date to 06/30/2026, added the annual award amount of \$205,000.00 for a cumulative not-to-exceed contract amount of \$1,025,000.00 and appended the Heat Injury and Illness Prevention and Safety Plan provision to the contract pursuant to Pima County Procurement Code 11.40.030.

PRCUID: 357918

Attachment: Contract Amendment No. 05

Program Goals/Predicted Outcomes:	To provide affordable prepaid legal services for Pima County employees.
Public Benefit and Impact:	To be able to attract and retain qualified candidates by offering a comprehensive benefits package.
Budget Pillar	<ul style="list-style-type: none">• N/A
Support of Prosperity Initiative:	<ul style="list-style-type: none">• N/A
Provide information that explains how this activity supports the selected Prosperity Initiatives	N/A
Metrics Available to Measure Performance:	Ensure the network of service providers is adequate to provide thorough and timely support to Pima County employees.
Retroactive:	NO

Amendment / Revised Award Information

Record Number: SC PO SC2400001161

Document Type:	SC
Department Code:	PO
Contract Number:	SC2400001161
Amendment Number:	05
Commencement Date:	07/01/2026
Termination Date:	06/30/2027
Is the Termination Date new?	YES

Classification:	Expense
Adjust Level:	Increase
Prior Contract Number (If Applicable):	MA-PO-21-112
Amount This Amendment:	\$250,000.00
Funding Source(s) required:	Employee Contributions
Funding from General Fund?	NO
Contract is fully or partially funded with Federal Funds?	NO
Department:	Procurement
Name:	Kelsey Braun-Shirley
Telephone:	520-724-7466
Add GMI Department Signatures	No

Division Manager/Procurement Officer Signature: Ana Wilber Digital signature by Ana Wilber
Date: 2026.01.26 17:18:00 -07'00' Date: _____

Procurement Director Signature: Bruce D Collins Digital signature by Bruce D Collins
Date: 2026.01.28 10:46:48 -07'00' Date: _____

Department Director Signature: Cathy Bohland Digital signature by Cathy Bohland
Date: 2026.01.28 12:17:40 -07'00' Date: _____

Deputy County Administrator Signature: Ed Date: 1-28-2026

County Administrator Signature: _____ Date: 1/28/2026

Pima County Procurement Department

Administering Department: Human Resources

Project: Employee Prepaid Legal Services

Contractor: ARAG North America Incorporated dba ARAG LLC

500 Grand Avenue, Suite 100

Des Moines, IA 50309

Contract No: SC2400001161

Contract Amendment No.: 05

Original Contract Term	7/1/2021 – 6/30/2022	Original Contract Amount:	\$	205,000.00
Prior Termination Date	6/30/2026	Prior Amendments Amount:	\$	820,000.00
New Termination Date	6/30/2027	This Amendment Amount:	\$	250,000.00
		Revised Total Amount:	\$	1,275,000.00

CONTRACT AMENDMENT

1. Parties, Background and Purpose.

1.1. Background.

On July 1, 2021, County and Contractor entered into the above referenced agreement to provide employee prepaid legal services.

1.2. Purpose.

County requires continuing services to provide prepaid legal benefits to all eligible employees.

2. Term.

The parties agree to extend the contract term for one (1) year commencing on July 1, 2026 and terminating on June 30, 2027 and add four (4) additional one-year extension options. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

3. Compensation and Payment.

The following exhibit is appended to establish the fee schedule for years six (6) through ten (10) of the contract.

Exhibit B.1 – Amendment 5 Prepaid Legal Services Fee Schedule (1 page).

4. Maximum Payment Amount.

The maximum amount County will spend under this Contract, as set forth in Section 5.2, is increased by \$250,000.00. County's total payments to Contractor under this Contract, including any sales taxes, will not exceed \$1,275,000.00.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the parties have approved this Amendment and agree to be bound by the terms and conditions of the Contract on the dates written below.

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

This contract template has been approved as to form by the Pima County Attorney's Office.

Pima County

Chair, Board of Supervisors

Date

ATTEST

Clerk of the Board

Date

Approved as to Content

Cathy Bohland

Department Head

01/28/26

Date

EMPLOYEE PREPAID LEGAL SERVICES
EXHIBIT B.1: FEE SCHEDULE (1 PAGE)

All benefit premiums will only change as listed below on July 1st of each year. Each rate must include all services as listed in the Scope of Work and Plan Document. No member enrollment requirement will be allowed, enrollment is an estimate only. The County will self-administer premiums and will produce monthly invoices based on current enrollment. Premiums will be paid monthly. The Contractor must have the ability to accept electronic fund transfers. All premiums are per tier/enrollment.

Tier	Description	Estimated Enrollment	Monthly Premium Year 1 2026/2027	Year 1 Extended Cost	Monthly Premium Year 2 2022/2023	Year 2 Extended Cost	Monthly Premium Year 3 2023/2024	Year 3 Extended Cost	Monthly Premium Year 4 2024/2025	Year 4 Extended Cost	Monthly Premium Year 5 2025/2026	Year 5 Extended Cost
1	Employee Only	546	\$ 15.90	\$ 104,176.80	\$ 15.90	\$ 104,176.80	\$ 15.90	\$ 104,176.80	\$ 15.90	\$ 104,176.80	\$ 15.90	\$ 104,176.80
2	Employee + Family	487	\$ 20.98	\$ 122,607.12	\$ 20.98	\$ 122,607.12	\$ 20.98	\$ 122,607.12	\$ 20.98	\$ 122,607.12	\$ 20.98	\$ 122,607.12
		Year 1 Total	\$ 226,783.92	Year 2 Total	\$ 226,783.92	Year 3 Total	\$ 226,783.92	Year 4 Total	\$ 226,783.92	Year 5 Total	\$ 226,783.92	Years 1-5 Total
												Price Proposed \$ 1,133,919.60