


COUNCIL COMMUNICATION

	Number:	19-262	Meeting:	June 3, 2019
	Agenda Item:	39	Roll Call:	19-0901
	Submitted by:	James R. Wells, Human Resources Director		

AGENDA HEADING:

Renewal of Contract with Kabel Business Services, Jim Kabel, CEO, 1454 30th Street, Suite 105, West Des Moines, Iowa 50266, for administration of the City's flexible spending accounts for the period July 1, 2019 through June 30, 2020.

SYNOPSIS:

Renew administrative services only agreement with Kabel Business Services for flexible spending account administration per Roll Call No. 15-0834.

FISCAL IMPACT:

Amount: \$39,350 estimate (approximately 830 participants at \$3.95 per participant per month)

Funding Source: Health and Dental Fund, I301 ND4122647, FY 20 Operating Budget, p. 131

ADDITIONAL INFORMATION:

- The City provides its employees an opportunity to defer salary pre-tax into flexible spending accounts for purpose of paying qualified medical expenses and/or dependent daycare costs. Approximately 820 employees participate in one (1) of these accounts.
- Through a Request for Proposal (RFP) 15-0834, Kabel Business Solutions was awarded the contract for provision of these services. The contract term was for three (3) years beginning July 1, 2015 with two (2) 1-year renewal options. Kabel guaranteed their per member rate of \$3.95 per month for all five (5) years of the agreement. Kabel is performing consistent with the agreement and terms of RFP 15-0834.

PREVIOUS COUNCIL ACTION(S):

Date: June 25, 2018

Roll Call Number: [18-1084](#)

Action: [One](#)-year renewal of agreement with Kabel Business Services to provide claims administration of flexible spending accounts for the period July 1, 2018 through June 30, 2019. ([Council Communication No. 18-313](#)). Moved by Coleman to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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