



## **MEMORANDUM**

**To:** Mayor and City Council

**From:** Vivyon V. Bowman, Director of Administration and Human Resources

**Date:** September 5, 2019

**Reference:** Approval of Benefits Consulting Services

**2030:** Top Quality City Workforce

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### **Introduction:**

Consider approval of benefits consulting services renewal with Holmes Murphy and Associates for employee benefits consulting, wellness services and other related benefit programs in the amount of \$105,000 as budgeted and authorizing the City Manager to sign all necessary documents.

### **Analysis:**

Holmes Murphy and Associates provides benefit consulting services to the City for all health, wellness and other employee benefit programs. The services performed include strategic advice, benefit plan design consulting, and RFP preparation and review, contract and renewal negotiation, vendor recommendations, actuarial and budget support, preparation of employee communications regarding benefits and benefits open enrollment support. The renewal increase is 0% over current fiscal year costs.

### **Legal Review:**

This is a renewal of the current agreement that was previously reviewed by the City Attorney.

### **Fiscal Impact:**

These costs have been budgeted in the City's Self-Insurance Fund.

### **Recommendation:**

The city staff recommends the Mayor and City Council approval of the benefits consulting services renewal proposal as outlined above.