



MEMORANDUM

To: Mayor and City Council

From: Justin Vaughn, Assistant Director of Administration and Human Resources

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

Date: September 28, 2021

Reference: Approval of Benefits Consulting Services Contract

Introduction:

Consider approval of Consulting Contract 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 provides benefit consulting services to the City for all of its Health & Welfare plans. The services performed include strategic advice, benefit plan design consulting, contract and renewal negotiation, vendor recommendations, actuarial and budget support, and communication and open enrollment support. The renewal increase is +0% over current fiscal year costs.

Legal Review:

This is a purchase of consulting services, and no agreement is warranted.

Fiscal Impact:

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

Recommendation:

The city staff recommends the Mayor and City Council approval of the Holmes Murphy and Associates renewal proposal as outlined above.