



## Legislation Details (With Text)

**File #:** 2018-814      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Passed  
**File created:** 6/18/2018      **In control:** Board of Directors  
**On agenda:** 6/20/2018      **Final action:** 6/20/2018  
**Title:** Contract No. CS-1705, Change Order No. 2  
Employee Benefits Broker  
**Sponsors:** Terri Conerway  
**Indexes:** Organizational Development  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
6/20/2018	1	Board of Directors	Approved	Pass

### Contract No. CS-1705, Change Order No. 2

#### Employee Benefits Broker

Agenda of: June 20, 2018  
Item No.: **2018-814**  
Amount: \$25,500.00

**TO:** The Honorable  
Board of Directors  
Great Lakes Water Authority

**FROM:** Sue F. McCormick  
Chief Executive Officer  
Great Lakes Water Authority

**DATE:** June 18, 2018

**RE:** **Contract No. CS-1705, Change Order No. 2**  
**Employee Benefits Broker**  
**Vendor: Aon Consulting, Inc.**

#### MOTION

Upon recommendation of Terri Tabor Conerway, Chief Organizational Development Officer, the Board of Directors (Board) of the Great Lakes Water Authority (GLWA), **authorizes the Chief Executive Officer (CEO) to enter into Contract No. CS-1705, Change Order No. 2, "Employee Benefits Broker" with Aon Consulting, Inc., at a cost increase of \$25,500.00 for a total contract cost not to exceed \$477,500.00 and a time extension of three months for a total contract duration of 41 months;** and authorizes the CEO to take such other action as may be necessary to accomplish

the intent of this vote.

### **BACKGROUND**

The Procurement and Organizational Development Teams launched a Request for Proposals for an Employee Benefits Broker. The request was prepared and released in March 2018. We received ten (10) proposals. The evaluation team requires additional time to review and score the proposals.

### **JUSTIFICATION**

The Board is being asked to approve the additional cost of maintaining Aon Consulting as GLWA's broker of record for an additional three months to allow for the fair and thorough evaluation of the proposals received. This extension will ensure that GLWA can appropriately plan for 2018-2019 Open Enrollment.

### **PROJECT MANAGEMENT STATUS**

Start Work Date:	May 1, 2015
Original Contract End Date	April 30, 2018
Change Order No. 1 End Date	June 30, 2018
Change Order No. 2	Additional 3 months
New Contract End Date	September 30, 2018

### **PROJECT ESTIMATE**

Original Contract Price	\$435,000.00
Change Order No. 1	\$ 17,000.00
Change Order No.2	\$ 25,500.00
New Contract Total	\$477,500.00

### **FINANCIAL PLAN IMPACT**

**Summary:** Sufficient funds are provided in the financial plan for this project.

**Funding Source:** Operations & Maintenance Budget

**Cost Center:** Organizational Development (Administrative & Other Services 883201)

**Expense Type:** Contractual Operating Services (5910-883201.000-617900-WS7900)

**Estimated Cost by Year and Related Estimating Variance:** See table below

**COMMITTEE REVIEW**

This item is being presented directly to the full Board of Directors for consideration.

**SHARED SERVICES IMPACT**

This item does not impact the shared services agreement between GLWA and DWSD.