



Legislation Text

File #: 2018-814, **Version:** 1

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.