

STAFF REPORT

DATE: June 10, 2024
TO: Sacramento Regional Transit Board of Directors
FROM: David Topaz, VP, Employee Development and Engagement
SUBJ: DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD CONTRACT FOR HEALTH AND WELFARE BENEFIT CONSULTING SERVICES TO KEENAN & ASSOCIATES

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

The action would allow Staff to complete the formal solicitation process and provide flexibility for the General Manager/CEO to award a new contract before the current contract expires on June 30, 2024.

FISCAL IMPACT

Total fiscal impact over the contract term of five years will be \$188,000.00. The FY 2024-2025 Operating Budget includes \$40,000 for these services based on prior year utilization and costs. The cost for these services in future years will be included in the annual Operating Budgets presented to the Board for approval each year.

DISCUSSION

SacRT requires the expertise of a Health and Welfare Benefits Contractor for a wide array of services related to SacRT's health and welfare benefits program, which include dental, vision, life, accidental death and dismemberment, long-term disability insurance, Section 125 cafeteria plans (flexible spending accounts), and the Employee Assistance Programs. SacRT participates in the CalPERS health insurance plans so the Contractor will provide limited services related to medical insurance. Services provided by the Health and Welfare Benefits Contractor include, but are not limited to: (1) advice on current and future federal, state, and local regulations; (2) development and issuance of requests for proposals and evaluation of responses; (3) placement and management of insurance plans and services, including assistance with the implementation and migration of plans; (4) coordination with SacRT benefit service providers, acting as an advocate for SacRT during annual renewals; (5) assisting SacRT with compliance review of new benefits or benefit changes during labor negotiations; (7) supporting internal committees; and (8) strategizing and assisting with SacRT's wellness program. The current Health and

Welfare Benefit Consulting Services Contract with Keenan & Associates expires on June 30, 2024.

On April 5, 2024, Staff released a Request for Proposals (RFP) on PlanetBids e-Procurement System and 12 vendors were notified of the contracting opportunity. On May 3, 2024, SacRT received responsive proposals from Alliant Insurance Services, Inc.; Burnham Benefits Insurance Services; and Keenan & Associates.

The qualifying criteria included the Proposer's response to understanding the contract, staffing and experience, work plan, and competitiveness of price. After completion of written evaluations and scores, the evaluation committee determined Keenan & Associates was the highest-ranked proposer and that the other proposals were outside of the competitive range, such that Keenan & Associates was the only proposer that should be invited to negotiate with SacRT.

As part of its proposal, Keenan & Associates included a number of exceptions to SacRT's insurance requirements and general contract provisions that are currently being reviewed and will require negotiations to reach final agreement on contract terms. This delegation is being requested to allow Staff to complete contract negotiations, issue the notice of intent to award, allow for the 10-day protest period, and execute the new contract before the current contract expires on June 30, 2024

RESOLUTION NO. 2024-06-069

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

June 10, 2024

DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD CONTRACT FOR HEALTH AND WELFARE BENEFIT CONSULTING SERVICES TO KEENAN & ASSOCIATES

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board hereby delegates authority to the General Manager/CEO to approve and execute a Contract for Health and Welfare Benefit Consulting Services with Keenan & Associates whereby Keenan & Associates agrees to provide health and welfare benefit consulting services for a 5-year term contract for an amount not to exceed \$188,000 upon successful completion of negotiations and subject to the protest period expiring without the receipt of any protests.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary