



Contra  
Costa  
County

To: Board of Supervisors  
From: Denise Rojas, Interim Risk Manager  
Date: October 22, 2019

Subject: Contract Amendment for Tuell & Associates

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Interim Risk Manager to execute a Contract Amendment Agreement with Tuell and Associates, Inc. to increase the payment limit by \$100,000 to a new payment limit of \$600,000 for workers' compensation and risk management staffing services during the term of November 1, 2018 through November 1, 2019.

**FISCAL IMPACT:**

Additional cost of \$100,000 for workers' compensation claims administration services is funded through the Workers' Compensation Internal Service Fund.

**BACKGROUND:**

Tuell and Associates, Inc. provides expert temporary staff specializing in claims processing and risk management services. Due to retirements and long term leaves, additional temporary staff is needed to process claims in a timely manner and avoid penalties for delayed payment due to staffing shortages. Tuell and Associates, Inc. has the highly experienced staff needed to fill the vacant positions while we recruit to hire permanent staff.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/22/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
Supervisor  
Diane Burgis, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor

ABSENT: Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 22, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Denise Rojas (925)  
335-1400

cc:

**CONSEQUENCE OF NEGATIVE ACTION:**

Risk Management will not be able to efficiently process the County's claims and satisfy current regulations.