



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: May 26, 2020

Subject: Contract Extension of ASA with Navia Benefit Solutions, Inc. to provide County employees benefit programs allowing pre-tax dollar contributions

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Human Resources Director, or designee, to execute a contract amendment with Navia Benefits Solutions, Inc., including modified indemnification language, to extend the term from June 1, 2020 through December 31, 2021, and increase the payment limit by \$100,000 to a new payment limit of \$400,000.

FISCAL IMPACT:

The administrative costs for the COBRA are funded through the Benefits Administrative Fee which is charged out to departments.

The administrative costs for the two County Flex savings Accounts (Health Care Spending Account and Dependent Care Assistance Program) are funded through forfeitures of unused amounts contributed to these accounts so there is no cost to the County.

The \$3 per-employee-per month fee paid to the vendor for the Commuter benefit will be paid by the participating employees for the months that they place an order.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **05/26/2020** ☒ 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
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: May 26, 2020

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

By: Laura Cassell, Deputy

Contact: Ann Elliott
925-335-1747

cc:

BACKGROUND:

The County approved a contract with Navia Benefit Solutions, Inc. in 2017 to allow employees to contribute pre-tax dollars to cover qualified transportation expenses such as train, bus or ferry costs. Navia Benefit Solutions, Inc. also handles the administration services for the COBRA process and the two County Flex Savings Accounts: Health Care Spending Account and the Dependent Care Assistance Program. The contract also contains a limitation on the contractor's liability and modified indemnification language.

The amended contract will contain terms concerning the responsibility of the parties to protect certain information as set forth in the California Consumer Privacy Act.

CONSEQUENCE OF NEGATIVE ACTION:

If this extension is not approved, the County will be unable to offer the Commuter Benefit program, as authorized by MOU and Management Resolution, and employees will not gain access to increased functionality provided by Navia Benefits including the two County Flex Saving accounts (HCSA & DCAP).