



**Contra
Costa
County**

To: Board of Supervisors
From: Ann Elliott, Human Resources Director
Date: December 14, 2021

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 Benefit Solutions, Inc., to extend the term from January 1, 2022 through December 31, 2022, and increase the payment limit by \$100,000 to a new payment limit of \$500,000, to provide administrative services for employee benefit programs

FISCAL IMPACT:

The administrative costs for 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 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: **12/14/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Diane Burgis, District III
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: December 14, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Salma Sadiq,
925-655-2176

cc:

BACKGROUND:

In 2017, the County approved a contract with Navia Benefit Solutions, Inc. to allow employees to contribute pre-tax dollars to cover qualified transportation expenses such as train, bus or ferry costs. Under the contract, 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 contains a limitation on the contractor's liability and modified indemnification language.

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 Benefit Solutions, Inc. including the two County Flex Saving accounts (HCSA&DCAP).