



Board Report

File #: A 20-176, **Version:** 1

- a. Approve and Authorize the Contracts/Purchasing Officer to sign an Agreement with Metropolitan Life Insurance Company (MetLife) for the provision of Life, Accidental Death and Dismemberment, Legal, and Pet Insurance per Request for Proposals (RFP) No. 10748 with the initial Agreement term beginning July 1, 2020 through June 30, 2023, including the option to extend the Agreement for up to three (3) additional mutually consented periods; and
- b. Authorize the Contracts/Purchasing Officer to sign future Amendments to the Agreement where the Amendments do not significantly change the scope of work or cause an increase in the Agreement rates of more than ten percent (10%).

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Contracts/Purchasing Officer to sign an Agreement with Metropolitan Life Insurance Company (MetLife) for the provision of Life, Accidental Death and Dismemberment, Legal, and Pet Insurance per Request for Proposals (RFP) No. 10748 with the initial Agreement term beginning July 1, 2020 through June 30, 2023, including the option to extend the Agreement for up to three (3) additional mutually consented periods; and
- b. Authorize the Contracts/Purchasing Officer to sign future Amendments to the Agreement where the Amendments do not significantly change the scope of work or cause an increase in the Agreement rates of more than ten percent (10%).

SUMMARY/DISCUSSION:

On behalf of the Human Resources Department, the Contracts/Purchasing Office released Request for Proposals (RFP) No. 10748 on January 20, 2020 for Life, Accidental Death and Dismemberment, Legal, and Pet Insurance. MetLife was selected by the selection panel based on the evaluation criteria listed on the RFP.

MetLife is the County's current provider of Life and Accidental Death and Dismemberment Insurance products and services. Approval of the recommended actions will enable the County to continue providing these services to eligible County employees without interruption or lag time for processing of current claims. The approval will also allow the County to provide two new optional insurance plans: Legal and Pet Insurance, which will be fully employee funded.

OTHER AGENCY INVOLVEMENT:

The Contracts/Purchasing Office coordinated the RFP. The offices of the County Counsel and Auditor-Controller have reviewed and approved the Agreement as to form and legality and fiscal provisions, respectively.

FINANCING:

The costs associated with the Life and Accidental Death and Dismemberment Insurance are borne by departments as chargebacks based on covered payroll. The costs related to the Legal and Pet Insurance Plans will be fully employee funded.

BOARD OF SUPERVISORS' STRATEGIC INITIATIVES:

The proposed recommended action addresses the Board of Supervisors' Administration Strategic Initiative. The action will continue provision of quality Life and Accidental Death and Dismemberment Insurance to County employees in support of the County's commitment to meeting the Board's initiative in attracting, recruiting, and retaining a diverse, talented work force that supports the mission of Monterey County.

- ☐ Economic Development
- ☒ Administration
- ☐ Health & Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared By: Jose Tapia, Finance Manager

Approved By: Irma Ramirez-Bough, Director of Human Resources

Attachments:

Agreement with MetLife (includes Exhibits A & B)

Exhibit C - Life and AD&D

Exhibit D - Legal Plans SPD

Exhibit E - Pet Insurance

Exhibit F - Travel Assistance