



## Legislation Text

---

**File #:** 22-0387, **Version:** 1

---

Human Resources Department, Risk Management Division, recommending the Board approve and authorize Amendment I for the continuation of perpetual agreement 4527 with Ebix for insurance certificate collection and monitoring services adding an additional \$39,419 in compensation to the agreement for a revised not-to-exceed amount of \$75,819.

**FUNDING:** Risk Management - Risk Liability Fund.

### **DISCUSSION / BACKGROUND**

In accordance with Board Policy Number C-17, departments are required to obtain authorization from the Board of Supervisors to utilize any contract that does not have a stated contract term on an annual basis. The Human Resources Department, Risk Management Division, has a Board approved contract with Ebix (Contract 4527) which does not have a stated contract term.

EBIX establishes and maintains all systems and programs necessary to maintain an accurate and up to date database of information concerning insurance information for the County's vendors.

Please note that this contract was brought to the Board 12/17/19 (Legistar Item 19-1789). The item incorrectly listed the term as January 1, 2020 - December 31, 2023, however, the agreement actually has no stated term.

Amendment I to the agreement adds three sections to the agreement: specifying the Human Resources Director as the contract administrator, adds an additional \$39,419 in compensation to the agreement for a revised not-to-exceed amount of \$75,819, and specifies the invoicing procedures.

### **ALTERNATIVES**

The Board could direct the Division to begin termination of this agreement.

### **PRIOR BOARD ACTION**

December 17, 2019 Legistar Item 19-1789

January 24, 2017 Legistar Item 12-1497

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Counsel

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

Funding for the agreement is included in the Risk Management Liability Budget.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Obtain Board signature and provide copy to Michael Andersen, Risk Manager.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

Joseph Carruesco, Director of Human Resources