



## City Council Regular Meeting AGENDA ITEM

NUMBER: 11

**SUBJECT:**

Delegation of Authority to City Manager or Her Designee to Execute Future Amendments to Agreement with Benefit Technology Resources, LLC dba iBTR to Increase Services and Payment Up to an Additional Amount of \$217,181. (Citywide) (For Possible Action; Recommendation – Approve)

**REQUESTED BY:**

Wilson Edgell, Director of Human Resources

**WARD:**

(Citywide)

**RECOMMENDATION OR RECOMMEND MOTION:**

Approve delegation of authority to City Manager or her designee to execute future amendments with Benefit Technology Resources, LLC.

**FISCAL IMPACT:**

AMOUNT: \$217,181.00

**EXPLANATION:**

The agreement with iBTR is for a total amount not to exceed \$379,087.00. This delegation of authority authorizes the City Manager to execute amendments to the agreement in a total amount of \$217,181 for an updated total not to exceed amount of \$596,268.00

**ACCOUNT NUMBER:**

721-170111-430632 720-170111-430632 721-170111-431000

**STAFF COMMENTS AND BACKGROUND INFORMATION:**

On June 21, 2023, City Council approved the Customer End User License Agreement (Agreement) with Benefit Technology Resources, LLC dba iBTR for benefits enrollment platform (PlanSource), benefits resource center, and FSA & COBRA third-party administrator (Flores).

City staff anticipates increasing the level of services provided by the vendors for the services detailed in the Agreement for current and upcoming vacancies, new hires, upcoming retirees, and other services. By delegating authority to the City Manager or her designee to execute future amendments, the City will be able to obtain these important additional services promptly.

CIP No.

Related Item:

LIST CITY COUNCIL GOAL(S): Responsible Fiscal Management

**PREPARED BY:**

Wilson Edgell, Director of Human Resources

Respectfully Submitted

Micaela R. Moore,  
City Manager

**MEETING DATE:**

December 4, 2024