

**City Council Regular Meeting  
AGENDA ITEM**

NUMBER: 12

**SUBJECT:**

Customer End User License Agreement with Benefit Technology Resources, LLC dba iBTR in an Amount Not to Exceed \$379,087. The Contract Shall Have a Term of (3) Three-Years. This Contract is for the Automated Benefit Tracking System and Services for all City Employees. (Citywide) (For Possible Action; Recommendation – Approve)

**REQUESTED BY:**

Wilson Edgell, Director of Human Resources

**WARD:**

(Citywide)

**RECOMMENDATION OR RECOMMEND MOTION:**

That City Council approve the contract in the amount not to exceed \$379,087 for three (3) years. iBTR PlanSource is for the automated benefit tracking system for all City of North Las Vegas employees as well as other add-on services: ACA reporting, FSA/COBRA TPA (Flores), Benefits Education and Communication Services.

**FISCAL IMPACT:**

Amount: Estimated Annual Amount Year 1: \$132,029 (one-time implementation fees included)  
Estimated Annual Amount Year 2: \$123,529  
Estimated Annual Amount Year 3: \$123,529  
Total Amount: \$379,087

**ACCOUNT NUMBER:**

721-170111-430632 720-  
170111-430632 721-170111-  
431000 890-000000-220020

**Explanation:**

Contract for (3) years. This amount has been budgeted under the City's Human Resources Funds.

**STAFF COMMENTS AND BACKGROUND INFORMATION:**

Enclosed is the proposed 2023 iBTR agreement and proposal.

The City has faced many challenges with the current Benefits administration online platform. The main items of concern are configuration issues managing 20 different eligibility groups, payroll integration issues, outdated user interface, lack of employee education, gaps in employee communications and complicated workflows for team members.

The HR Benefits team and USI Insurance Services marketed other Benefits administration platforms to address the concerns outlined above. The staff had demos with multiple vendors and has selected iBTR PlanSource to address the concerns outlined above, as well as, provide additional support in efforts to streamline the process for both the HR Benefits team and City team members.

USI Insurance Services was able to negotiate with iBTR on behalf of the City to obtain a 50% reduction in implementation costs with iBTR, reduced fees for Eligible and Non Benefit Eligible employees, 3 year rate hold and removal of auto renewal clause within contract. Lastly, USI was also able to negotiate all EDI File set

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up fees to be waived.

Also included in the iBTR proposal is the transition for the COBRA & Health FSA third-party administration (TPA), moving from Health Equity to Flores to provide additional streamlined efforts.

CIP No.	Related Item:	
LIST CITY COUNCIL GOAL(S): Responsible Fiscal Management		
PREPARED BY:	Respectfully Submitted	MEETING DATE:
Wilson Edgell, Director of Human Resources	Ryann Juden, City Manager	June 21, 2023