

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
APRIL 16, 2024 AGENDA**

Subject:	Action Required:	Approved By:
<p>To amend Little Rock, Ark., Resolution No. 15,969 (May 20, 2023), to authorize the extension of the contract with JTS Financial Services for Employee Benefit Consultation, Data Analytics, Reconciliation Services, Web-Based Benefit Administration & Enrollment Services and ACA Reporting; with the option to add COBRA Administration, Flexible Spending Account (FSA) Administration, Dependent Care Plan (DCP) Administration and a Dedicated Customer Service Platform.</p> <p>Submitted By:</p> <p>Human Resources Department</p>	<p style="text-align: center;">Ordinance √ Resolution</p>	<p style="text-align: center;">Emily Cox Acting City Manager</p>
SYNOPSIS	<p>To amend Little Rock, Ark., Resolution No. 15,969 (May 20, 2023), to authorize the City Manager to extend the agreement with JTS for Benefit Consultation, Data Analytics, Reconciliation Services, web-based Benefit Administration & Enrollment Services and ACA reporting; with the option to add COBRA Administration, FSA/DCP Administration and a Dedicated Customer Service Platform.</p>	
FISCAL IMPACT	<p>The amount is not to exceed \$95,000.00 and funding for this expense is allocated in Employee Benefits, Account No. 101003-63211.</p>	

**FISCAL IMPACT
CONTINUED**

JTS can receive commissions from Dental, Vision, Long-Term Disability, Life Insurance, AD&D and any other voluntary benefit insurance product except medical plan vendor commissions.

RECOMMENDATION

Approval of the resolution.

BACKGROUND

Little Rock, Ark., Resolution No. 15,449 (May 4, 2021), authorized the City Manager to enter into an agreement with JTS Financial Services, LLC, to provide Consulting Services by reviewing the City’s Employee Benefit Plan options and making recommendations for Employee Benefit Plans and associated items, *i.e.*, Data Analytics, Reconciliation Services, Web-Based Benefit Administration and Enrollment Services and Affordable Care Act Reporting.

**BACKGROUND
CONTINUED**

In addition, JTS provided the City with the option to have JTS perform additional Administrative Services for it regarding for Consolidated Omnibus Budget Reconciliation Act of 1985 (“COBRA”) Administration, Flexible Spending Account administration, and Dependent Care Plan Administration and to provide a Dedicated Customer Service Platform. The initial contract was for one (1)-year, from July 13, 2021, to July 12, 2022, with the option to extend the contract for six (6) additional one (1)-year terms.

Little Rock Resolution No. 15,698 (June 7, 2022), authorized a one (1)-year extension of the agreement between the City and JTS, for Employee Benefit Consultation, for the term of May 4, 2022, to July 12, 2023, with the option to extend the contract for five (5) additional one (1)-year terms.

Little Rock Resolution No. 15,969 (May 2, 2023), authorized aa one (1)-year extension of the agreement between the City and JTS, for Employee Benefit Consultation, for the term of May 4, 2023, to May 4, 2024, with the option to extend the contract for four (4) additional one (1)-year terms; and,

This extension represents the third additional one (1)-year term.