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September 25, 2018

City of West Allis
Attn: Rebecca Grill
7525 W. Greenfield Avenue
West Allis, WI 53214

RE: Third Party Administrative Services Agreement Amendment

Dear Rebecca:

We have done a review of the Workers' Compensation Self Insured Program and are amending Item II of the agreement to document and update the minimum and maximum charges for the services provided by Cities and Villages Mutual Insurance Company (CVMIC). This letter will serve as an amendment to the Third Party Administrative Service Agreement between CVMIC and City of West Allis effective 1/1/2006 and amends the August 3, 2015 letter stating financial changes to the original agreement.

Item II, titled "Financial Terms" shall be amended as follows:

II. FINANCIAL TERMS

CVMIC will charge as follows: \$700 per indemnity claim and \$110 per medical-only claim, regardless of the length of time it takes for the claim to be completed. This means there are no time and material charges added to the minimum rate. Incident reports will be charged at \$27 per file. This rate is effective for the 2019 calendar year.

The annual minimum charge of \$13,000 will be billed in quarterly installments.

The actual claims processed per rate defined above will be reviewed annually and any services provided above the minimum will be invoiced separately upon completion of the previous year's compilation of claims which is typically after June 30th.

Signatures of both parties to the agreement shows understanding of the terms listed above and will complete the records of each party.

Michelle Voskuil

Michelle Voskuil, Finance Director/Chief Financial Officer
CITIES AND VILLAGES MUTUAL INSURANCE COMPANY

Rebecca Grill, City Administrator
CITY OF WEST ALLIS