



# City of West Allis

Resolution: R-2017-0238

7525 W. Greenfield Ave.  
West Allis, WI 53214

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**File Number: R-2017-0238**

**Final Action:**

**Sponsor(s): Administration & Finance Committee**

SEP 13 2017

Resolution relative to selecting Maestro Health for furnishing the software for the electronic Benefit Administration System for a three-year period at a cost not to exceed \$155,000.

WHEREAS, the City of West Allis provides health and dental insurance and other benefits to employees and retirees which requires initial enrollment for new employees, an annual enrollment for continued coverage, and notifications of status changes (marriages, births, etc.) for employees and retirees; and

WHEREAS, the City of West Allis Human Resources Department currently administers and processes the annual enrollment in a labor intensive paper driven manner, which requires hours of set up, manual entry in multiple systems, and scanning and filing of documents; and

WHEREAS, City Administrator, Human Resources Department staff, and Finance Department staff, assisted by Willis, have analyzed proposals from three different firms to furnish benefit administration services for the City of West Allis; and

WHEREAS, subsequent to the evaluation of the firms, the staff are recommending that the contract be awarded to Maestro Health; and

WHEREAS, the additional benefit of selecting Maestro Health for the benefit administration system provides streamlining of the ACA reporting requirements as Maestro currently provides ACA reporting to us but with the need for countless hours of data entry and checking by Human Resources and IT/CFE staff; and

WHEREAS, the Common Council deems it to be in the best interest of the City of West Allis that the proposal of Maestro Health be accepted.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of West Allis that the proposal submitted by Maestro Health for furnishing the software for the Benefit Administration System for a three-year period at a cost not to exceed \$155,000 be and is hereby accepted.

BE IT FURTHER RESOLVED by the City of West Allis that the City Administrator is hereby authorized to negotiate and execute the contract and negotiate the terms and conditions substantially in conformance with the purpose(s) of this resolution.

BE IT FURTHER RESOLVED that the first year cost (\$51,000) will be appropriated from the Computer and Technology Improvements Fund. The remaining funds will be budgeted in the Human Resources Operational Budget.

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BE IT FURTHER RESOLVED that the City Attorney be and is hereby authorized to make any substantive changes, modifications, additions and deletions to and from the various consulting Contract documents, including but not limited to all attachments, exhibits, addendums and amendments, as may be necessary and proper to correct inconsistencies, eliminate ambiguity and otherwise clarify and supplement said provisions to preserve and maintain the general intent thereof, and to prepare and deliver such other and further documents as may be reasonably necessary to complete the transactions contemplated therein.

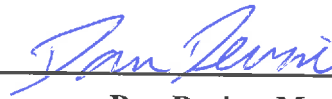
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ADOPTED SEP 19 2017



**Monica Schultz, City Clerk**

APPROVED 9/25/17



**Dan Devine, Mayor**