



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: September 19, 2016

Re: 12 month extension on current services provided for Administration of City Flexible Benefits Plan and Trust.

Executive Summary

Allows the City to continue using Application Software, Inc. (ASIFlex) for the administration of flexible benefits and trust while the Request for Proposal (RFP) process is administered through the Purchasing Division to rebid the services.

Discussion

The contract for the administration of flexible benefits between the City and Application Software, Inc. (ASI Flex) expires on September 30, 2016, a copy of which marked "Exhibit A," is attached to the Resolution. Application Software, Inc. (ASI Flex) is used to administer the City Flexible Benefits Plan, a flexible spending account plan under Internal Revenue Code Section 125 for the City of Columbia.

This Resolution would allow Director of Finance to continue using Application Software, Inc. (ASI Flex) for the administration of flexible benefits up to a period of one year, while a new RFP is issued and contract is awarded.

Fiscal Impact

Short-Term Impact: Costs are based upon the number of participants in this program and their activity within the next 12 months at the rate proposed in the contract awarded through September 30, 2016.

Long-Term Impact: There is no long-term impact to this resolution since a new contract will be awarded through the RFP process within 12 months.

Vision & Strategic Plan Impact

Vision Impacts:

Primary Impact: Governance & Decision Making, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Strategic Plan Impacts:

Primary Impact: Operational Excellence, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable



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[Comprehensive Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
1/1/2012	No prior council action, previous contract was awarded through RFP #50/2011.

Suggested Council Action

Adopt the attached Resolution.