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**CITY OF TEMPE**  
**REQUEST FOR COUNCIL ACTION**

**Council Meeting Date: 04/16/2015**  
**Agenda Item: 5B2**

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**ACTION:** Approve the one-year renewal of a contract with The Hays Group to provide employee benefits consulting services for the Internal Services Department.

**FISCAL IMPACT:** Total cost of this one year renewal will not exceed \$60,000. Sufficient funds have been budgeted in the Health Fund – cost center 4167 – for the anticipated expenditures in the upcoming fiscal year.

**RECOMMENDATION:** Approve the renewal.

**BACKGROUND INFORMATION:** (T14-005-01) City Council originally approved the award of a contract to The Hays Group to provide employee benefits consulting service on November 7, 2013 for an initial eight-month period with four one-year renewal options. The initial eight-month contract period allowed this contract to be synced with the City fiscal year and most other health related contracts held by the City. This renewal request is for the second of four available renewal options.

Contractor Performance

The performance of The Hays Group was rated by the Internal Services Department as follows:

Criteria	Score
Personnel are responsive, cooperative and available	A
Overall quality of products or services delivered	A
Timeliness of performance	A
Quality of follow-up in resolving complaints or problems	B
Firm's promptness in submitting accurate invoices	A

A = Exceeds Standards; B = Meets Standards; C = Below Standards

The Six Sided Partnership has also provided input on the performance of The Hays Group and has recommended the renewal of the contract.

Renewal Cost

The contract rate for consulting services was established by the original contract for this renewal period and remains unchanged from the current contract rates.

**ATTACHMENTS:** None

**STAFF CONTACT(S):** Suzanne Olson, Human Resources Benefits Manager, (480) 350-2975

Department Director: Renie Broderick, Internal Services Director  
Legal review by: David Park, Assistant City Attorney  
Prepared by: Tony Allen, CPPB, Procurement Officer