

# ITEM 14



## Travis County Commissioners Court Agenda Request

**Meeting Date:** Tuesday, January 15, 2013

**Prepared By/Phone Number:** C.W. Bruner (854-9760)

**Elected/Appointed Official/Dept. Head:** Cyd Grimes

**Commissioners Court Sponsor:** Judge Biscoe

**Agenda Language:** Approve Modification No. 3 to Contract No. 4400001092 (HTE Contract No. 10T00123OJ), Union Security Insurance Company, to extend the grace period for the Travis County Employee Benefit Plan for Dental Services to allow for current employee premium deductions.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets compliance requirements as outlined by the statutes.

This contract provides DHMO, MAC and PPO dental service plans for Travis County employees. There are no County funds expended on this contract. Funds are 100% paid by the employees.

This modification No. 3 will amend the contract to extend the grace period to sixty (60) days as opposed to the current thirty-one (31) day grace period. With the County change to current employee premium deductions, the Assurant contract needs to be modified to ensure premium payments are made according to the policy provisions. An extension to the policy grace period is necessary to accommodate this change.

- **Contract Modification Information:**

Modification Amount: Not Applicable

Modification Type: Bilateral

Modification Period: October 1, 2012 – September 30, 2013

- **Funding Information:**

Shopping Cart/Funds Reservation in SAP:

Comments: 100% paid by Travis County employees.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, [Cheryl.Aker@co.travis.tx.us](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.



# HRMD

## Human Resources Management

700 Lavaca Street, Suite 420 • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-6677

### Backup Memorandum

**DATE:** December 4, 2012

**TO:** C.W. Bruner, Purchasing Agent Assistant

**FROM:** John Rabb, Benefits Manager  
Shannon Steele, Benefits Administrator  
Cindy Purinton, Benefits Administrator (transition)

**Subject: Contract Modification Request  
H.T.E. Contract # 10T00123OJ (SAP Contract # 4400001092)  
Assurant Dental (Union Security Insurance Company)**

### Proposed Motion

Consider and take appropriate action to modify contract for Assurant Dental for the Travis County Employee Benefit Plan to extend grace period to sixty (60) days.

### Summary

With the County change to current employee premium deductions, the Assurant contract needs to be modified to ensure premium payments are made according to the policy provisions. An extension to the policy grace period is necessary to accommodate this change.

### **Staff Recommendation:**

HRMD is in agreement with needed contract modification to extend contract grace period to sixty (60) days as opposed to current thirty-one (31) day grace period.

If you have any questions, please contact John Rabb at 854-2742 or Shannon Steele at 854-6046.

ISSUED BY:  PURCHASING OFFICE 700 LAVACA STREET 8 <sup>TH</sup> FLOOR AUSTIN, TX 78701	PURCHASING AGENT ASST:  CW Bruner TEL. NO: (512) 854-9760 FAX NO: (512) 854-4211	DATE PREPARED:  <b>January 7, 2013</b>
ISSUED TO: Union Security Insurance Company United Dental Care of Texas, Inc. 3595 Grandview Parkway, Suite 650 Birmingham, Alabama 35243	MODIFICATION NO.:  <p style="text-align: center;"><b>3</b></p>	EXECUTED DATE OF ORIGINAL CONTRACT:  <b>July 20, 2010</b>

ORIGINAL CONTRACT TERM DATES: October 1, 2010 - September 30, 2011      CURRENT CONTRACT TERM DATES: October 1, 2012 - September 30, 2013

**FOR TRAVIS COUNTY INTERNAL USE ONLY:** Original Contract Amount: \$ N/A      Current Modified Amount \$ N/A

**DESCRIPTION OF CHANGES:** Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

This amendment number three is made by the following parties: Union Security Insurance Company (“Union”) and United Dental Care of Texas, Inc. (“United”) and Travis County, Texas (“County”).

**RECITALS**

Union and United and County entered into contracts to allow county employees, retirees, and their dependents to purchase group dental benefits. In 2010, County issued an RFP P100123-OJ and Union and United together submitted the best negotiated response which resulted in an Administrative Services Contract Related to Dental Health Benefits and policies for a one year term that began October 1, 2010, (“Agreement”) The contract offers County the option to extend the Contract and the policies for four (4) additional one year periods.

**AGREEMENT TO ADD RIDER TO POLICIES**

1.0 United agrees to provide a rider to the United Dental Care of Texas, Inc. Evidence of Coverage issued to Travis County for the year commencing October 1, 2010, a specimen copy of which is attached to the Administrative Services Contract Related to Dental Health Benefits as Attachment DHMO-1. The rider shall be effective January 1, 2013 and provides for the deletion of section 1.8 and the insertion of the following in its place:

1.8 **Grace Period** A period of sixty (60) days for the payment of any due and unpaid Premium, after the first Premium, during which coverage shall remain in effect.

**Note to Vendor:**

- Complete and sign your portion of the signature block section below for all copies and return all signed copies to Travis County.
- DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: _____  BY: _____ SIGNATURE  BY: _____ PRINT NAME  TITLE: _____ ITS DULY AUTHORIZED AGENT	<input type="checkbox"/> DBA  <input type="checkbox"/> CORPORATION  <input type="checkbox"/> OTHER  DATE: _____
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TRAVIS COUNTY, TEXAS  BY: _____ CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	DATE: _____
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TRAVIS COUNTY, TEXAS  BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	DATE: _____
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2.0 Union agrees to provide a rider to the Certificate of Group Insurance for Group Policy issued to Travis County for the year commencing October 1, 2010, a specimen copy of which is attached to the Administrative Services Contract Related to Dental Health Benefits as Attachment MAC-2. The rider shall be effective January 1, 2013 and provide for the insertion of the following in the General Provisions:

**GRACE PERIOD.**

We will provide a period of sixty (60) days for the payment of any due and unpaid Premium, after the first Premium, during which coverage shall remain in effect

2.0 Union agrees to provide a rider to the Certificate of Group Insurance for Group Policy issued to Travis County for the year commencing October 1, 2010, a specimen copy of which is attached to the Administrative Services Contract Related to Dental Health Benefits as Attachment MAC-3. The rider shall be effective January 1, 2013 and provide for the insertion of the following in the General Provisions:

**GRACE PERIOD.**

We will provide a period of sixty (60) days for the payment of any due and unpaid Premium, after the first Premium, during which coverage shall remain in effect

3.0 Union and United and County hereby incorporate this modification into the Administrative Services Contract Related to Dental Health Benefits. Union and United and County hereby ratify all of the terms and condition of the Administrative Services Contract Related to Dental Health Benefits as changed in Modification 3.

4.0 The changes stated in this modification are effective on January 1, 2013.