

Agenda No. 323

ORDINANCE NO. 190401

*Authorize the Chief Human Resources Officer to enter into a contract and any prerequisite business associate agreements with Businessolver providing benefit administrative software services on behalf of the Bureau of Human Resources Benefits Office (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. This Ordinance supports the City of Portland's Core Values of Anti-Racism, Equity, Transparency, Communication, Collaboration and Fiscal Responsibility.
2. The contract with Businessolver was chosen through a cooperative agreement obtained through the City's Procurement rules.
3. The provider contract will begin no later than January 1, 2022 and includes a not to exceed amount of \$2,500,000 over the initial 5-year contract period, with an option to renew up to the City's contracting guidelines.
4. Benefit administrative software ensures the City has an accurate system of record, correct calculation of premium charges for bureaus and employees, HIPAA compliant management of plan participant eligibility, secure employee access to open enrollment and family status changes from any device.
5. The Health Operating Fund has sufficient appropriation in support of the benefit listed above.

Introduced by

Mayor Ted Wheeler

Bureau

Human Resources
Management and
Finance

Prepared by

Michelle Taylor

Date Prepared

April 21, 2021

Requested Council Date

May 12, 2021

Requested Agenda Type

Time Certain 9:45 am
30 minutes 2 of 3

Date Filed with Clerk

May 4, 2021

NOW, THEREFORE, the Council directs:

- A. The Chief Human Resources Officer is authorized to enter into a vendor contract and any prerequisite business associate agreements with Businessolver providing benefit administrative software services on behalf of the Bureau of Human Resources, Benefits Office.
- B. The Mayor and the Auditor are hereby authorized to draw and deliver warrants not to exceed \$2,500,000 over the initial five-year period.

Section 2. The Council declares that an emergency exists in order to execute contract and begin benefit administrative software implementation; therefore, this ordinance shall be in full force and effect from and after its passage by Council.

Passed by Council: May 12, 2021

MARY HULL CABALLERO

Auditor of the City of Portland

Action Taken:

By *Megan Lehman*

Deputy

Commissioners voted as follows (Yea or Nay)

Rubio - Yea

Ryan - Yea

Hardesty - Yea

Mapps - Yea

Wheeler - Yea