



STAFF REPORT

Board of Aldermen

AN ORDINANCE APPROVING THE ADDENDUM WITH GRAVIE ADMINISTRATIVE SERVICES LLC FOR EMPLOYEE BENEFIT INSURANCE COVERAGES AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT.

FIRST READING: JULY 25, 2023

FINAL READING: AUGUST 8, 2023

Initiated By: Human Resources

Approved By: *Cathy Stepp*

Financial Impact: No Impact/Not Applicable

Community Plan 2030: G-2: Governmental Agreements

FACTS:

At the request of Gravie Administrative Services, this amendment modifies the existing contract as follows; "In the event that Plan Sponsor delivers payment fifteen (15) or more days after the 26th of the month and services are suspended, Gravie may elect to charge an additional administrative fee of one thousand dollars (\$1,000) to renew services. If there is a pattern or practice or pattern of late payments by the Plan Sponsor, in addition to other remedies outlined in Section 3.7 of the Agreement, Gravie may with written notice to the Plan Sponsor, elect to terminate this First Amendment and revert to the original payment processing requirements of the Agreement " The changes in this amendment include a decrease of the additional administrative services fee, the prior amount was two thousand five hundred dollar (\$2,500) and at the City's request, 'with written notice' was added to the statement above.

DETAILED ANALYSIS:

This amendment has been reviewed and approved by Gravie Administrative Services and the City of Branson's respective legal counsels.

BACKUP DOCUMENTATION:

No Additional Information