

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE DIRECTOR OF HUMAN RESOURCES TO EXECUTE AN AGREEMENT WITH COLLINS AND COMPANY, INC. TO PROVIDE THIRD PARTY ADMINISTRATOR SERVICES FOR THE CITY'S ON THE JOB INJURY PROGRAM FOR A THREE (3) YEAR CONTRACT AT THE RATE OF FIVE THOUSAND NINE HUNDRED DOLLARS (\$5,900.00) PER MONTH FOR YEAR ONE (1) THEN SIX THOUSAND TWO HUNDRED DOLLARS (\$6,200.00) PER MONTH FOR AN ADDITIONAL TWO (2) YEARS WITH OPTIONS TO RENEW AT SIX THOUSAND TWO HUNDRED DOLLARS (\$6,200.00) PER MONTH FOR A TOTAL OF FIVE (5) YEARS, WITH A ONE (1) TIME SET UP FEE OF EIGHT THOUSAND FIVE HUNDRED DOLLARS (\$8,500.00).

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, TENNESSEE, That it is hereby authorizing the Director of Human Resources to execute an agreement with Collins and Company, Inc. to provide third party administrator services for the City's on the job injury program for a three (3) year contract at the rate of \$5,900.00 per month for year one (1) then \$6,200.00 per month for an additional two (2) years with options to renew at \$6,200.00 per month for a total of five (5) years, with a one (1) time set up fee of \$8,500.00.

ADOPTED: _____, 2013

/mms

City of Chattanooga



Resolution Request Form

(This form is only required for resolutions requiring expenditure of City funds)

11/26/2013

Preparer: Madeline Green

Department: Human Resources

Brief Description of Purpose for Resolution:

Resolution Number (if approved by Council): _____

A resolution to authorizing the Director of Human Resources to execute an agreement with Collins and Company, Inc. to provide third party administrator services for the City's on the job injury program for a three year contract at the rate of \$5900 per month for year one then \$6200 per month for an additionl two years with options to renew at \$6200 per month for a total of five years. There is a one time set up fee of \$8500.

Name of Vendor/Contractor/Grant, etc. _____

New Contract/Project? (Yes or No) Y

Total project cost \$ 79,300.00

Funds Budgeted? (YES or NO) Yes

Total City of Chattanooga Portion \$ 79,300

Provide Fund 1100, E00301, 701208

City Amount Funded \$ 79,300

Provide Cost Center _____

New City Funding Required \$ 0

Proposed Funding Source if not budgeted _____

City's Match Percentage % _____

Grant Period (if applicable) _____

List all other funding sources and amount for each contributor.

Amount(s)

Grantor(s)

\$ _____

\$ _____

Agency Grant Number _____

CFDA Number if known _____

Approved by: _____

Reviewed by: FINANCE OFFICE

DESIGNATED OFFICIAL/ADMINISTRATOR

Please submit completed form to @budget, accounting, City Attorney, City Finance Officer and Deputy Administrator Finance