



Jackson County Missouri

Jackson County Courthouse
415 E. 12th Street, 2nd floor
Kansas City, Missouri
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Request for Legislative Action

File #: 25-249, Version: 0

REQUESTED MEETING DATE: Select Date

Resolution No.: 21992

Sponsor: Jalen Anderson

Date: August 18, 2025

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Jalen Anderson

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To be confirmed by County Counselor's Office:

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DEPARTMENT: Human Resources

TITLE: Awarding a twelve-month term and supply contract with two twelve-month options to extend to bring the entire contract on fiscal boundaries for the furnishing of an Employee Benefits Consultant on the County's health, life, dental, vision and welfare benefits to use County-wide, to CBIZ Benefits of Kansas City, MO under the terms and conditions of Request for Proposal 25-019.

SUMMARY: The Human Resources Department requires a contract for a Human Capital Management Consultant (HCM) for the County's health, life, dental, vision and welfare benefits, to complete formal bids on all benefits, assist in selecting and negotiating with vendors, providing analytical data, strategic planning, communication, and education of benefits to associates. In addition, the HCM vendor will provide their full range of services including but not limited to items listed in the RFP Section 5.22 through 5.22.4 "other HCM services, compensation services, specialized recruitment and additional services they can provide to Jackson County." The Purchasing Department issued Request for Proposal 25-019 in response to those requirements. Bonfire distributed the RFP to four hundred and thirteen (413) vendors, thirty-six (36) vendors pulled the RFP,

two (2) vendors responded, and no vendors were disqualified. The committee consisted of associates from the Auditor's Office, Parks + Rec, Human Resources, and the Corrections Department. In addition to the employee benefits consulting fees of \$165,000 and the HCM services of \$32,000 (if utilized), CBIZ's proposal includes MBE and WBE partners with their fees at \$23,750 and \$29,250, respectively, 21.2% of the proposal. The analysis of the scoring and pricing of respondents is outlined and attached. All respondents were requested to submit a Fee-for-Service proposal. CBIZ would qualify for a Blue Chip Administrative Service Fee (ASF). The Blue Chip ASF is not included in the premiums or administrative fees paid by BlueKC by Jackson County and there will be no financial impact to Jackson County. Actual cost breakdown for CBIZ services is attached. Pursuant to Section 1054.6 of the Jackson County Code, the Human Resources Department recommends the award of the contract for the furnishing of Human Capital Management Consultant (HCM) Services to CBIZ as the best overall proposal received.

FINANCIAL IMPACT:**NO** ☒

Amount	Fund	Department	Line-Item Detail

YES ☐**ACTION NEEDED:** AWARD A CONTRACT**ATTACHMENTS:**