1	RESOLUTION NO.
2	
3	A RESOLUTION TO AUTHORIZE THE CITY MANAGER TO EXTEND
4	THE AGREEMENT WITH EXPLAIN MY BENEFITS, LLC, FOR A
5	FIFTH TERM, IN AN AMOUNT NOT TO EXCEED EIGHTY-FIVE
6	THOUSAND DOLLARS (\$85,000.00), TO PROVIDE BENEFIT
7	ADMINISTRATION AND ENROLLMENT SERVICES FOR ELIGIBLE
8	EMPLOYEES AND DEPENDENTS OF THE CITY OF LITTLE ROCK
9	AND THE CITY'S PARTICIPATING AFFILIATED AGENCIES, TO
10	PROVIDE CERTAIN WEB-BASED APPLICATIONS, FOR PATIENT
11	PROTECTION AND AFFORDABLE CARE ACT FORMS 1094-C AND
12	1095-C REPORTING SERVICES; AND FOR OTHER PURPOSES.
13	
14	WHEREAS, the City of Little Rock ("City") is the Plan Sponsor of various Employee Benefit Plans;
15	and,
16	WHEREAS, on August 24, 2016, the City issued a Request for Proposal ("RFP") for Benefit
17	Administration and Enrollment Services for eligible employees and dependents of the City and the City's
18	participating affiliated agencies; and,
19	WHEREAS, the RFP stated that the term of contract award will be for one (1)-year beginning
20	January 1, 2017, and upon mutual agreement the contract may be extended for up to six (6) additional one
21	(1)-year terms, or a portion thereof; and,
22	WHEREAS, Explain My Benefits, LLC ("EMB"), is an Enrollment and Consulting Firm and is
23	engaged in the business of developing and maintaining an employee benefits enrollment and
24	administration system, utilizing Auto-Bene TM and eElect TM Services of Innovative Process Administration
25 26	LLC; and,
26 27	WHEREAS, EMB submitted a response and proposal to the City's RFP and the City determined that
27 28	EMB was the lowest responsible and responsive bidder; and, WHEREAS, on November 28, 2016, the City and EMB entered into an Open Enrollment Service
28 29	Agreement ("Agreement") for Benefit Administration and Enrollment Services related to the Employee
30	Benefits Plans provided by the City, and the City's participating affiliated agencies, to their eligible
31	employees and dependents, and for certain Web-Based Applications as defined in the Agreement; and,
32	WHEREAS , the City has also retained EMB for Patient Protection and Affordable Care Act Forms
33	1094-C and 1095-C Reporting Services set forth in Appendix B to the Agreement; and,
	[Page 1 of 2]

WHEREAS, the City and EMB w	ish to extend the Agreement for a fifth term for EMB to provide	
Benefit Administration and Enrollment Services for eligible employees and dependents of the City and		
the City's participating affiliated agencies, to provide certain Web-Based Applications and for Patien		
Protection and Affordable Care Act Forms 1094-C and 1095-C Reporting Services.		
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY		
OF LITTLE ROCK, ARKANSAS:		
Section 1. The Board of Directors hereby authorizes the City Manager to extend the Agreement with		
EMB for a fifth term in an amount not to exceed Eighty-Five Thousand Dollars (\$85,000.00) for EMB to		
provide Benefit Administration and Er	nrollment Services for eligible employees and dependents of the	
City and the City's participating affiliated agencies, to provide certain Web-Based Applications as		
defined in the Agreement and for Patient Protection and Affordable Care Act Forms 1094-C and 1095-C		
Reporting Services.		
Section 2. Funds required for this Agreement extension will be available from Account Number		
101003.		
Section 3. Severability. In the eve	nt any title, section, paragraph, item, sentence, clause, phrase, or	
word of this resolution is declared or adjudged to be invalid or unconstitutional, such declaration or		
adjudication shall not affect the remaining portions of the resolution, which shall remain in full force and		
effect as if the portion so declared or ad	judged invalid or unconstitutional were not originally a part of the	
resolution.		
Section 4. Repealer. All ordinance	es, resolutions, bylaws, and other matters inconsistent with this	
resolution, are hereby repealed to the ex	tent of such inconsistency.	
ADOPTED: November 17, 2020		
ATTEST:	APPROVED:	
Susan Langley, City Clerk	Frank Scott, Jr., Mayor	
APPROVED AS TO LEGAL FORM:	:	
Thomas M. Carpenter, City Attorney		
//		
//		
//		
//		
//		