DEPARTMENT OF EMPLOYEE SERVICES

Jacksonville
Where Florida Begins.

MEMORANDUM

TO: Greg Pease, Chairperson
Professional Services Evaluation Committee

FROM: Mary DiPerna, Chief, Compensation and Benefits
Carolina Teran-Oceguera, Manager, Personnel Services-Employee Benefits

SUBJECT: P40-17 Flexible Spending Administrator
Amendment #3

DATE: August 27, 2020

This is to recommend that the City approve the third amendment to the contract with Discovery Benefits for flexible spending administration. The contract shall be for a one-year period effective January 1, 2021 through December 31, 2021; rates will remain the same and the total indebtedness for CY 2021 shall not exceed $45,000; the maximum indebtedness shall not exceed $357,000.

All other terms and conditions shall remain the same as proposed. Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.

Thanks.

Attachment: Letter of Renewal 2021

Discovery Benefits

City of Jacksonville
117 West Duval Street
Suite 150
Jacksonville, FL 32202

Great news, your rates are not changing! This letter is to confirm the following administrative fees will remain in effect until January 1, 2023 for City of Jacksonville:

Product Name	Fee Amount	Fee Minimum
COMMUTER - MONTHLY	$3.25	$0.00
DISCOVERY TESTS	$0.00	$0.00
FSA - MONTHLY	$3.25	$0.00
FSA SOLUTION	$3.25	$0.00

At Discovery Benefits, our goal is to provide responsive and flexible administrative services while creating value for our clients and their employees, and we work hard to make sure your rates stay the same. As one of the leading benefits administrators in the country, we pride ourselves on our people and our technology — a combination that allows us to provide the best user experience possible, centered around high-quality customer service and stress-free administration. We value your business and look forward to serving you in the future.

If you have any questions concerning the attached, please contact our Client Services team at 877-765-8810.

Sincerely,

Andy Doeden
Senior Vice President – National Sales