



Department of Employee Relations

February 5, 2003

The Honorable Common Council
City Hall Room 200
200 East Wells Street
Milwaukee, WI 53202

John O. Norquist
Mayor

Jeffrey Hansen
Director

Florence Dukes
Deputy Director

Frank Forbes
Labor Negotiator

Michael Brady
Employee Benefits Manager

RE: RESOLUTION AUTHORIZING DER TO HIRE CONSULTANTS

Dear Ladies and Gentlemen:

Please introduce a file at the next Common Council Meeting to authorize the Department of Employee Relations to hire consultants to assist in preparing requests for proposals for employee benefit contracts for 2004 services.

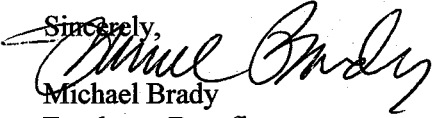
At the end of 2003 the following City of Milwaukee employee benefit contracts expire:

- Contracts with the two Health Maintenance Organizations;
- Contract with one Fee-for-Service Dental plan;
- Contract with Flexible Choices Program administrator.

DER is proposing that Requests for Proposals for each of these benefit programs be prepared and completed in 2003 for services in 2004. The funds to pay such consultants will be paid from the Department of Employee Relations 2003 Special Purpose Claims Cost Containment Account, which is established in part to buy health or consultant services to minimize future benefit costs to the City.

The Director of the Department of Employee Relations, in consultation with the Chair of the Finance and Personnel Committee, is authorized to execute such consultant contracts as prepared by the City Attorney for purposes of recommending vendors to the Common Council for services in 2004. A draft resolution is attached.

Sincerely,


Michael Brady
Employee Benefits

Cc: City Attorney Grant Langley
Ellen Tangen
Dennis Yaccarino, Budget Office
Barry Zalben, Legislative Reference Bureau
Marianne Walsh, Fiscal Staff
Florence Dukes
Edwin Reyes

[Draft Resolution] FILE NO:

Resolution authorizing the Department of Employee Relations to hire consultants to assist in preparing requests for proposals for employee benefit contracts.

Whereas, The following three City of Milwaukee employee Benefit contracts expire at the end of 29003:

- Health Maintenance Organizations
- Fee for Service Dental Organization
- Flexible Choices Program

;and

Whereas, The Department of Employee Relations (DER) wishes to prepare requests for proposals (RFPs) to identify potential vendors for these services; and

Whereas the DER wishes to utilize the services of consultants in the preparation, review and evaluation of these RFPs; and

Whereas, The cost of these consultant services will not exceed \$30,000; and

Whereas these consultants costs will be paid from the Department of Employee Relations' 2003 Special Purpose Claims Cost Containment Account (Account Number 613001-0001-1654-1613-S115), which is an account created by buy health or consultant services to minimize future health costs to the City; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the Director of the Department of Employee Relations, in consultation with the Chair of the Finance and Personnel Committee, is authorized to execute such consultant contracts as prepared by the City Attorney for the purpose of recommending vendors to the Common Council for these services in 2004, and be it

Further resolved That the cost of these consultant services shall not exceed \$30,000 and shall be paid from the DER 2002 Special Purpose Claims Cost Containment Account (Account Number 613001-0001-1654-1613-S115).