

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**AGENDA DATE:** July 2, 2024  
**PUBLIC HEARING DATE:** Not Applicable

**CONTACT PERSON(S) NAME AND PHONE NUMBER:**  
Mary L. Wiggins, Chief Human Resources Officer, (915) 212-1267  
K. Nicole Cote, Managing Director (915) 212-1092

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** 6 – Set the Standard for Sound Governance and Fiscal Management

**SUBGOAL:** 6.2 – Implement employee benefits and services that promote financial security

**SUBJECT:**

Request that the Managing Director of Purchasing & Strategic Sourcing is authorized to terminate the award of Contract No. 2024-0233R Health Insurance & Benefits Administrators – COBRA for default, pursuant to Attribute 21, Article 8, Section B of the Solicitation documents to Health Care Service Corporation, a Mutual Legal Reserve Company dba Blue Cross Blue Shield of TX and that the termination shall be effective as of July 2, 2024.

**BACKGROUND / DISCUSSION:**

Contract being terminated for default due to vendor notifying at the time of award of refusal to perform the services.

**SELECTION SUMMARY:**

N/A

**CONTRACT VARIANCE:**

N/A

**PROTEST**

N/A

**PRIOR COUNCIL ACTION:**

On June 4, 2024 City Council approved the award of contract 2024-0233R Health Insurance & Benefits Administrators for a three (3) year term and two, two-year option to extend for a total amount of \$42,000.00.

**AMOUNT AND SOURCE OF FUNDING:**

N/A

**HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?**   X   YES      NO

**PRIMARY DEPARTMENT:** Human Resources

**SECONDARY DEPARTMENT:** Purchasing & Strategic Sourcing

---

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** Mary Wiggins  
Mary L. Wiggins, Chief Human Resources Officer

**COUNCIL PROJECT FORM  
(Termination)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the Consent Agenda for the City Council Meeting of July 2, 2024.

**STRATEGIC GOAL: No. 6: Set the Standard for Sound Governance and Fiscal Management**

The linkage to the Strategic Plan is subsection 6.2 – Implement employee benefits and services that promote financial security.

Request that the Managing Director of Purchasing & Strategic Sourcing is authorized to terminate the award of Contract No. 2024-0233R Health Insurance & Benefits Administrators – COBRA for default, pursuant to Attribute 21, Article 8, Section B of the Solicitation documents to Health Care Service Corporation, a Mutual Legal Reserve Company dba Blue Cross Blue Shield of TX and that the termination shall be effective as of July 2, 2024.

## RESOLUTION

**WHEREAS**, on June 4, 2024, the City of El Paso ("City") awarded Contract No. 2024-0233R - Health Insurance & Benefits Administrators - COBRA to the following vendor:

1. Health Care Service Corporation, a Mutual Legal Reserve Company dba Blue Cross Blue Shield of Texas ("BCBS")

**WHEREAS**, pursuant to Attribute 21, Article 8, Section B (Termination for Default) the City is authorized to terminate the Contract for default;

**WHEREAS**, and BCBS has confirmed, upon request for confirmation by the City, that they would not administer the COBRA coverage as awarded on June 4, 2024; and

**WHEREAS**, the City desires to terminate the Contract for Default.

**NOW, THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF EL PASO:**

That the Managing Director of Purchasing & Strategic Sourcing is authorized to terminate the award of Contract No. 2024-0233R Health Insurance & Benefits Administrators – COBRA for default, pursuant to Attribute 21, Article 8, Section B of the Solicitation documents to Health Care Service Corporation, a Mutual Legal Reserve Company dba Blue Cross Blue Shield of TX and that the termination shall be effective as of July 2, 2024.

**APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.**

**THE CITY OF EL PASO:**

\_\_\_\_\_  
Oscar Lesser  
Mayor

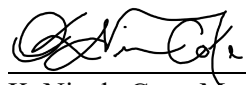
**ATTEST:**

\_\_\_\_\_  
Laura D. Prine  
City Clerk

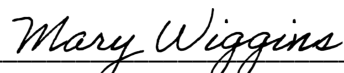
**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Juan S. Gonzalez  
Senior Assistant City Attorney

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
K. Nicole Cote, Managing Director  
Purchasing & Strategic Sourcing Department

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
Mary L. Wiggins, Chief Human Resources Officer  
Human Resources Department