



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/20/2016

Agenda Placement: 6EE

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Alice Hughey for Leanne Link - County Executive Officer
County Executive Office
REPORT BY: Molly Rattigan, Deputy County Executive Officer - 253-4112
SUBJECT: Agreement with John Bartel Associates

RECOMMENDATION

County Executive Officer requests approval of and authorization for the Chairman to sign an agreement with John Bartel Associates, LLC, for a maximum of \$130,000 per fiscal year for the term September 1, 2016 through June 30, 2017, with a provision for automatic renewal for five additional fiscal years, for employee compensation and benefit actuarial and consulting services.

EXECUTIVE SUMMARY

John Bartel Associates has provided Napa County with retirement and other benefit consulting and actuarial services since 2005. The agreement needs to be amended to add services related to new regulations and to update the consulting rates. The agreement will automatically renew for five fiscal years with no change to the contract maximum of \$130,000.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Central Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This item is discretionary in that there is no mandate to have an actuarial firm on contract. The County benefits greatly from the contract with John Bartel

	Associates as staff is able to plan and project future retirement and benefits costs regularly to maintain fiscal stability.
Is the general fund affected?	Yes
Future fiscal impact:	The agreement automatically renews each fiscal year. Appropriations will be budgeted accordingly in future fiscal years.
Consequences if not approved:	If this item is not approved, the County will not have an actuarial consultant and an alternative plan would need to be identified.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The County has contracted with John Bartel Associates since 2005 for actuarial and consulting services related to employee compensation, retirement and benefits such as the Other Post Employment Benefits (OPEB) program. These services are crucial to develop annual retirement rates and forecast future retirement and other benefit costs.

The existing agreements with John Bartel Associates needed to be updated to reflect new rates and include services related to new General Accounting Standards Board requirements.

The proposed agreement replaces two existing agreements. Under the new agreement, John Bartel Associates will continue to provide Napa County with actuarial and consulting services on retirement and other benefits to assist the County with prudent financial planning. The agreement automatically renews at the end of each fiscal year with no change to the agreement maximum for five fiscal years.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi