



Legislation Text

---

File #: O-043-23, Version: 1

---

AssuredPartners, of Houston, LLC/dba Professional Enrollment Concepts  
Human Resources  
Tyrome Alexander (x1031)

**Authorizing the Mayor to enter into a professional services agreement with Assured Partners of Houston, LLC, dba Professional Enrollment Concepts (PEC) for production and distribution of 1095-C statements to employees on the City's Health Care plan; and declaring an emergency.**

SUMMARY & BACKGROUND:

The Affordable Care Act (ACA) requires that an IRS Form 1095-C is filed and furnished to any employee of an Applicable Large Employers (ALE) member who is a full-time employee for one or more months of the calendar year participating in the employer's health care plan. The ALE members must report that information for all twelve months of the calendar year for each employee.

HealthSCOPE Benefits, the City's previous health care vendor, provided this service. However, industry best practices suggest this is a function of the employer and the City's current health care vendor does not provide this service. In order to meet the requirement to distribute the 1095-C statements by March 2, 2023, the Department of Human Resources received three quotes for this service and determined Assured Partners of Houston, LLC, dba/Professional Enrollment Concepts (PEC) should provide this service as the lowest cost vendor. Additionally, the City currently utilizes PEC for their benefit administration platform and PEC has the detailed information to easily perform this service.

This ordinance requests authorization for the provision to enter a professional services agreement with AssuredPartners of Houston, LLC, dba/Professional Enrollment Concepts (PEC) for production of IRS form 1095-C for employees on the City's Health Care Plan.

NOW, THEREFORE, Be it ordained by the Council of the City of Toledo:

SECTION 1. That an expenditure in the not to exceed \$16,500 is authorized by the Health Care Internal Services Fund Account Code 7083-17100-537410-1156001STDSTD for the production and distribution of IRS 1095-C statements for employees on the City's Health Care Plan.

SECTION 2. That the Mayor is authorized to enter into a contract with Assured Partners of Houston, LLC, dba Professional Enrollment Concepts (PEC) for the purpose authorized in Section 1, upon terms and conditions acceptable to the Director of Law.

SECTION 3. That the Finance Director is authorized to draw warrant or warrants against the above-mentioned Account Code in an amount not to exceed \$16,500 in payment of the above authorized obligations upon the proper voucher or vouchers.

SECTION 4. That this Ordinance is declared to be an emergency measure and shall take effect and be in

force from and after its passage. The reason for the emergency lies in the fact that this ordinance is necessary for the immediate preservation of the public peace, health, safety and property, and for the further reason that this ordinance must be immediately effective in order to meet event calendar timelines.

Vote on emergency clause: yeas 12, nays 0.

Passed: January 24, 2023 as an emergency measure: yeas 12, nays 0.

Attest:

Gerald E. Dendinger  
Clerk of Council

Matt Cherry  
President of Council

Approved:

January 24, 2023  
Wade Kapszukiewicz  
Mayor