



Finance, Budget and Administration

Deb Bell

Council Initiated:

Yes

No

ECAF: 2024-2871

Motion: 24-485

Type:

- Contract
- Board Appt.
- Code Amendment
- Budget Action
- Other

Requested Handling:

- Normal
- Expedite
- Urgent

Fund Source:

- General Fund
- Other
- N/A

Executive Rec:

- Approve
- Do Not Approve
- N/A

Approved as to

Form:

- Yes
- No
- N/A

Subject: Agreement for Professional Services between the County and Helmsman Management Services, LLC.

Scope: The Agreement is for the management of the Snohomish County's workers' compensation claims. The County published RFP-24-021JM for proposals for this service, Helmsman Management Services, LLC (dba Eberle Vivian) was selected by the Snohomish County evaluation committee as submitting the highest-ranking proposal.

Duration: January 1, 2025 - December 31, 2029.

Fiscal Impact: Current Year Multi-Year N/A

The cost of service for the initial year is \$220,000, and pay the same amount adjusted to reflect the Washington State Consumer Price Index plus 2% for each year of service thereafter.

Expenditures	2025	2026	2027	2028	2029	Total
506.5124714101	\$220,000	TBD	TBD	TBD	TBD	TBD

Authority Granted: Approves and authorizes the County Executive to execute the Agreement for Professional Services for third party administration of the Works' Compensation program for the Finance Department, and associated amendments between Snohomish County and Helmsman Management Services, LLC, under SCC 3.04.140(11).

Background: Snohomish County is self-insured for workers' compensation. WAC 296-15-021-6(d) requires self-insurers to obtain the services of an individual or service organization with qualifications to administer a workers' compensation program. Snohomish County has contracted with Eberle Vivian since 2005, with the current contract expiring December 31, 2024.

In June of 2018, the county issued an RFP for claims management services for workers' compensation, and Eberle Vivian was selected as the claims management administrator. The current agreement was approved through Motion [18-354](#), with the authority to extend the contract for up to four (4) additional one (1) year terms at an increase of 3% per year.

Requested Action: For Council to move the motion to GLS on December 4, for consideration.