

CONTRACTOR: AON Consulting, Inc.
CONTACT PERSON: Jeanette Busby
ADDRESS: 1420 Fifth Avenue
Suite 3020
Seattle, WA 98101
TELEPHONE/FAX NUMBER: 206.572.0258
COUNTY DEPT.: Finance
DEPT. CONTACT PERSON: Nathan Kennedy
TELEPHONE/FAX NUMBER: 425-388-3120
PROJECT: RFP for COBRA/Section 125 Plan
Third Party Administration
AMOUNT: Not to exceed \$20,000
FUND SOURCE: 508-5127304621
CONTRACT DURATION: Upon execution through 1/31/2026

AMENDMENT NO. 11 TO AGREEMENT FOR PROFESSIONAL SERVICES

This Amendment No. 11 shall modify the Agreement for Professional Services (the "Agreement") by and between AON Consulting, Inc. ("Contractor") and Snohomish County ("County"), dated September 21, 2020, and as amended by Amendments 1- 10.

In consideration of the covenants hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and Contractor agree that the Agreement shall be amended as follows:

1. Section 1, Purpose of Agreement; Scope of Services, is hereby amended by adding the following language:

Schedule A-11 attached hereto and by this reference made a part hereof is additional work to be performed by Contractor under the terms of the Agreement.

2. Section 2, Term of Agreement; Time of Performance, is hereby amended to include the following language:

The Contractor shall complete the work required under Schedule A-11 by January 31, 2026.

3. Section 3, Compensation, is hereby amended add the following language:

The County will pay the Contractor for those services required by Schedule A-11 as and when set forth in Schedule B-11, which is attached hereto and by this reference made a part of this Agreement.

- 4. Except as expressly modified by this Amendment No. 11, all provisions of the Agreement, as amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties to the Contract for Professional Services have executed this Amendment.

"County"

SNOHOMISH COUNTY:

DocuSigned by: Nathan Kennedy
By: 44ECAD68B055429...

Title: Finance Director

Date: May 27, 2025

"Contractor"

AON CONSULTING, INC.:

DocuSigned by: Jane Rozina Initial
MJ
By: BD3452DCD59C484...

Title: West Region Health Solutions Practice Leader

Date: May 23, 2025

"County"

SNOHOMISH COUNTY:

By: _____

Title: _____

Date: _____

Schedule A-11
Scope of Services
COBRA and Section 125 Plan Third Party Administration Request for Proposals (RFP)

Background:

Snohomish County currently contracts with a third-party administrator to provide coordination and management of our COBRA (Consolidated Omnibus Budget Reconciliation Act) health benefit. This act contains provision giving certain former employees, retirees, spouses, former spouses, and dependent children the right to temporary continuation of health coverage at group rates when coverage is lost due to certain specific events.

The current administrator functions include management of payments from participants and remittance to the County, sending notices to all individuals, notifying County of participants opting in, notifying providers of COBRA participants, and providing regular reports to the County. The County wishes to review the services provided and compare to industry standards.

Snohomish County also contracts with a third-party administrator to provide coordination and management of our Section 125 plans (FSA/Dependent Care).

Snohomish County would like to put out a Request for Proposals from vendors that provide COBRA and Section 125 plan third party administration services. Aon (the "Contractor") is the County's benefits consultant. This agreement is for the Contractor to provide advice and facilitate the preparation of the RFP, vendor selection process and contract coordination.

Project Description:

Aon will work with the County to prepare a request for proposal for the RFP and assist the County through the RFP process outlined in the work plan below. Work to begin September 1, 2025, and end no later than January 31, 2026.

A high-level Project Plan & Scope of Services is attached on the following page.

Development of Snohomish County Program Requirements

During the initial meeting, Aon will work with Snohomish County to determine the areas of concern and program needs that Snohomish County will have for its Section 125 and COBRA Administration. We anticipate these requirements to include dedicated account service team, timely and accurate responses from the vendor, and portal content/functionality

Aon will document all program requirements and utilize that information to develop the RFP.

Evaluation of RFP

The Aon team will partner with Snohomish County to produce an RFP that reflects Snohomish County’s program requirements. The RFP will be developed in conjunction with Snohomish County Purchasing and will utilize the County’s RFP template. The vendors will be asked to submit a proposal. Once submitted, Aon will conduct an analysis of the vendor’s financial offer, ability to meet program requirements and performance guarantees along with capabilities compared to Snohomish County’s current program and will present the results to the Snohomish County evaluation team for scoring.

Roles and Responsibilities

Task	Responsible Party
Develop RFP Questionnaire	Aon
Release/Post RFP	Snohomish County
Answer Vendor RFP Questions	Snohomish County / Internal Aon Client Team
Analysis Presentation to Client	Aon
Facilitate Best and Final Offering	Snohomish County

Schedule B-11

Compensation

- a. Services. The County will pay the Contractor for services performed pursuant to Schedule A-11 at a flat fee of \$20,000.

- b. Invoices. Upon completion of the work pursuant to Schedule A-11, the Contractor shall submit to the County a properly executed invoice indicating that all of the work has been performed and the amount of the flat fee due from the County. The County will pay the invoice within thirty (30) calendar days of receipt.