



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 12/19/2023

ALL

Item Creation Date: 12/11/2023

T26338.A2 - Group Vision Insurance Administration Plan (Superior Benefit Management, Inc.) -- ORDINANCE

Agenda Item#: 80.

Background:

T26338.A2– Approve an ordinance authorizing a Second Amendment to Contract No. 4600014846 between the City of Houston and Superior Vision Benefit Management, Inc. (approved by Ord. No. 2018-0182, on March 21, 2018) to extend the contract term from April 30, 2024 to April 30, 2025 for the administration of a group vision insurance plan underwritten by National Guardian Life Insurance Company (“NGLIC”) for City of Houston employees, retirees, and their eligible dependents for Human Resources.

Specific Explanation

The Director of Human Resources and the Chief Procurement Officer recommend that City Council approve an ordinance authorizing a Second Amendment to the contract between the City of Houston and **Superior Benefit Management, Inc.** to extend the contract term from **April 30, 2024 to April 30, 2025** for the administration of a group vision insurance plan underwritten by NGLIC for City of Houston employees, retirees, and their eligible dependents.

This contract was awarded on March 21, 2018, by Ordinance No. 2018-0182 for an initial three (3) year term commencing on May 1, 2018, with two (2) one-year options. On April 19, 2023, a first amendment was approved by Ordinance No. 2023-0268 extending the contract term to April 30, 2024. The requested extension of the contract term will allow the City to continue to provide voluntary group insurance until a new contract is awarded.

The Scope of Work requires Superior Vision Benefit Management, Inc. to provide full-service vision benefits, claims processing, and other related administrative services for the City of Houston’s Group Vision Insurance Plan. This Plan, a value-added benefit, is available to active employees, retirees and their eligible dependents and is fully funded through voluntary employee contributions.

MWBE Subcontracting:

This contract was awarded with an 11% MWBE participation goal. Superior Vision Benefit Management, Inc. is currently achieving 23% MWBE participation. The Office of Business Opportunity will continue to monitor this contract.

Fiscal Note:

There is no impact to the fiscal budget or no additional spending authority. Therefore, no Fiscal Note is required as stated in the Financial Policies.

12/12/2023

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Jedediah Greenfield
Chief Procurement Officer
Finance/Strategic Procurement Division

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Department Approval Authority 12/12/2023

Prior Council Action:

Ordinance No. 2018-0182; Passed March 21, 2018
Ordinance No. 2023-0268; Passed April 19, 2023

Amount and Source of Funding:

No funding required (Fully funded by voluntary employee contributions).

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ATTACHMENTS:

Description	Type
Ordinance 2018-0182	Backup Material
Ordinance 2023-0268	Backup Material
1st Amendment	Backup Material
Original Contract	Other
1st Amendment RCA	Other
Original RCA	Other
2nd Amendment	Other
MWBE Verification	Other
Delinquent Tax Report	Other