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**THE VILLAGE OF TINLEY PARK**

**Cook County, Illinois**

**Will County, Illinois**

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**RESOLUTION**

**NO. 2020-R-041**

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**A RESOLUTION AUTHORIZING THE RENEWAL OF A PROFESSIONAL SERVICES  
AGREEMENT WITH ALLIANT/MESIROW FOR HEALTH INSURANCE BROKER SERVICES**

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**JACOB C. VANDENBERG, PRESIDENT  
KRISTIN A. THIRION, VILLAGE CLERK**

**CYNTHIA A. BERG  
WILLIAM P. BRADY  
WILLIAM A. BRENNAN  
DIANE M. GALANTE  
MICHAEL W. GLOTZ  
MICHAEL G. MUELLER  
Board of Trustees**

**RESOLUTION NO. 2020-R-041**

**A RESOLUTION AUTHORIZING THE RENEWAL OF A PROFESSIONAL SERVICES AGREEMENT WITH ALLIANT/MESIROW FOR HEALTH INSURANCE BROKER SERVICES**

**WHEREAS**, the Village of Tinley Park, Cook and Will Counties, Illinois, is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and

**WHEREAS**, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have considered entering into an Agreement with Alliant/Mesirow, a true and correct copy of such Agreement being attached hereto and made a part hereof as **EXHIBIT 1**; and

**WHEREAS**, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interests of said Village of Tinley Park that said Agreement be entered into by the Village of Tinley Park;

**NOW, THEREFORE, Be It Resolved** by the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois, as follows:

**Section 1:** The Preambles hereto are hereby made a part of, and operative provisions of, this Resolution as fully as if completely repeated at length herein.

**Section 2:** That this President and Board of Trustees of the Village of Tinley Park hereby find that it is in the best interests of the Village of Tinley Park and its residents that the aforesaid "Agreement" be entered into and executed by said Village of Tinley Park, with said Agreement to be substantially in the form attached hereto and made a part hereof as **EXHIBIT 1**.

**Section 3:** That the President and Clerk of the Village of Tinley Park, Cook and Will Counties, Illinois are hereby authorized to execute for and on behalf of said Village of Tinley Park the aforesaid Agreement.

**Section 4:** That this Resolution shall take effect from and after its adoption and approval.

**ADOPTED** this 16<sup>th</sup> day of June, 2020, by the Corporate Authorities of the Village of Tinley Park on a roll call vote as follows:

**AYES:** Berg, Brady, Brennan, Galante, Glotz, Mueller

**NAYS:** None

**ABSENT:** None

**APPROVED** this 16<sup>th</sup> day of June, 2020, by the President of the Village of Tinley Park.

ATTEST:

  
\_\_\_\_\_  
Village Clerk

  
\_\_\_\_\_  
Village President

**EXHIBIT 1**

**ALLIANT/MESIROW AGREEMENT**

STATE OF ILLINOIS        )  
COUNTY OF COOK        )     SS  
COUNTY OF WILL        )

CERTIFICATE

I, KRISTIN A. THIRION, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2020-R-041, "A RESOLUTION AUTHORIZING THE RENEWAL OF A PROFESSIONAL SERVICES AGREEMENT WITH ALLIANT/MESIROW FOR HEALTH INSURANCE BROKER SERVICES," which was adopted by the President and Board of Trustees of the Village of Tinley Park on June 16, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 16<sup>th</sup> day of June 2020.

  
\_\_\_\_\_  
KRISTIN A. THIRION, VILLAGE CLERK



July 14, 2020

David Niemeyer  
Village of Tinley Park  
16250 South Oak Park Avenue  
Tinley Park, IL 60477

Re: Benefits Consulting Services – Contract Acknowledgement

This letter is an acknowledgment of the acceptance of the Alliant proposal for Benefits Consulting Services for 1% carrier commission on medical (standard is 3%), 1% carrier commission on dental (standard is 8%) and standard insurance carrier commission on ancillary policies.

Alliant will provide benefits brokerage/consulting services as outlined in Schedule A (Scope of Services) attached to this acknowledgement letter for the one year time period beginning July 15, 2020 through July 14, 2021 subject to acceptance by Village of Tinley Park

In-force policies to which this contract acknowledgement applies:

- Health & Prescription Drug
- Dental
- Vision
- Life / AD&D
- FSA/ Dependent Care
- EAP
- Retiree Supplemental Plans

The compensation indicated above will be fully earned as of the inception date of each annual service term. Amendments or modifications to the agreed upon service fee must be received in writing and signed by an authorized representative of both Village of Tinley Park and Alliant.



Village of Tinley Park  
Benefit Consulting Services – Contract Acknowledgement  
July 14, 2020

In addition, as is a common practice in the industry, Alliant benefits from programs implemented by certain insurers and administrators providing for compensation, in addition to fees or standard insurance carrier commissions, to be paid to Alliant based upon differing factors. The insurance Village of Tinley Park purchases and or represented through Alliant may be issued by an insurer or administrator who has such a program. Alliant agrees to not accept any such additional compensation outside the scope of the insurance carrier commission as defined in this contract.

Please acknowledge your receipt and acceptance of this contract acknowledgement by signing in the space provided below. If you have any questions, please contact me at 312-595-7341 or at renee.formell@alliant.com.

Sincerely,

Renee Formell  
Senior Vice President  
Alliant



Authorized Representative: Village of Tinley Park

Village President

Title

June 16, 2020

Date

# Village of Tinley Park

## SCOPE OF SERVICES

### SCHEDULE A

#### Service Deliverables

##### *Annual Benefit Plan Audit*

- ◆ Review goals, risk tolerance, financial objectives
- ◆ Jointly develop short and long term goals
- ◆ Plan cost analysis
- ◆ Plan design analysis
- ◆ Plan administration review
- ◆ Premium statement review for accuracy
- ◆ Review of plan communication materials (booklets, benefit summaries, brochures, SBC's, etc.)

##### *Plan Improvement Guidance*

- ◆ Plan design analysis
- ◆ Employee contribution analysis
- ◆ Utilization analysis of current plan performance (in-network utilization, discount analysis, employee cost sharing, etc.)
- ◆ Determine administrative needs and requirements
- ◆ Review wellness opportunities (carrier level and third party)
- ◆ Evaluate technology alternatives (employee portal, enrollment system, HRIS, payroll, etc.)

##### *Competitive Assessment*

- ◆ Benchmark current plan offerings, plan designs, total costs and employee contributions
- ◆ Review historical cost trends
- ◆ Review alternate funding mechanisms
- ◆ Examine carrier's financial stability and rating

##### *Vendor Management*

- ◆ Contract review and negotiation
- ◆ Price and service negotiations
- ◆ Brokerage of and insurance product placements
- ◆ Discount Analysis and Discount Guarantee negotiations, if applicable
- ◆ Analysis of vendor performance relative to guarantees, if applicable
- ◆ Coordinate and attend periodic vendor information/education presentations
- ◆ Evaluate new vendor products and benefit provisions
- ◆ Maximize vendor product and service deliverables

##### *Strategic Recommendations*

- ◆ Additional product discussion
- ◆ Analyze administrative needs and potential efficiencies
- ◆ Review potential market and program alternatives
- ◆ Review Health Care Reform impact and strategy for compliance
- ◆ Discuss Affordable Care Act (ACA) compliance solutions and strategies
- ◆ Assist in development of wellness strategy, design, structure, and deployment
- ◆ Design employee education/communication strategy

## Service Deliverables

### *Renewal Management*

- ◆ Pre-renewal
  - Pre-renewal strategy meeting
  - Analysis of plan performance and renewal underwriting projections
  - Educate and evaluate alternative design approaches
  - Discuss market alternatives and potential network, cost and administrative impact
  - Model plan design alternatives
- ◆ Prepare Request For Proposal (RFP)
  - Review alternative bids
  - Coordinate carrier interviews
  - Prepare financial and benefits comparisons
- ◆ Model employee contribution schemes
  - Model financial impact of changes and changes to various employee groups, if needed
  - Compare current and alternative contributions to benchmarks
- ◆ Renewal
  - Analyze renewal offer and negotiate where appropriate
  - Finalize plan designs, fees and rates
  - Finalize employee contributions
  - Coordinate and host with employee meetings and communication campaign

### *Plan Administration Assistance*

- ◆ Ongoing escalated claim intervention/ troubleshooting
- ◆ Ongoing escalated policy administration troubleshooting
- ◆ Personal employee assistance on coverage and claims matters as needed
- ◆ Provide ongoing regulatory compliance guidance
  - In-house benefits compliance attorney
  - Provide Mesirow prepared legislative updates
  - Provide Mesirow prepared benefit-related topical reference materials
- ◆ Provide ongoing Health Care Reform Consulting
  - Provide Customized “Road To Compliance” report
  - Provide ACA Financial Modeler report
- ◆ Provide ongoing COVID Consulting
  - Provide Webinars & Podcasts
  - Compliance Updates
  - Return To Work Playbook
- ◆ Assist with periodic carrier meetings
  - Schedule, attend and coordinate educational, administrative and review meetings
  - Present benefit materials to insured membership on as needed basis
  - Monitor insurance industry product developments
- ◆ Review and edit annual renewal communication materials
- ◆ COBRA administration support services: evaluation, placement & monitoring
- ◆ Annual Health Fair services support (local only)



## **Service Deliverables**

### *Reporting*

- ◆ For Self-Funded plans:
  - Periodic Medical Premium versus Claims Reporting
  - Periodic Medical Financial Analysis of plan performance
  - Annual Health Plan Intelligence Management Report ( Plan IT ) with access to HPI-Dashboard
- ◆ Historical Medical Premium versus Claims Reporting
- ◆ Historical Medical Financial Analysis of plan performance
- ◆ Claims experience analysis, if applicable
- ◆ Annual Stewardship Report of Accountability
- ◆ Special projects

### *Meetings*

- ◆ Facilitate insurance committee meetings
- ◆ Host administrative meetings
- ◆ Host open enrollment meetings
- ◆ Attend Board meetings

### *Tools and Resources*

- ◆ Provide Benefits Communication Website: Touchpoints, Ben IQ
- ◆ Develop customized Employee Benefit Guides (electronic only)
- ◆ Provide Legislative Bulletins and Compliance Alerts
- ◆ Access to certified Human Resources support: ThinkHR & HR 360
- ◆ Access to Alliant Client Webinars / Seminars