

Mayor and Council Communication

DATE: 02/25/25

M&C FILE NUMBER: M&C 25-0147

LOG NAME: 13P AMEND CSC 62599 COACHING SERVICES HR KQ

SUBJECT

(ALL) Authorize Execution of an Amendment to City Secretary Contract 62599 with Wellness Coaches USA, LLC dba Ramp Health for Health Coaching Services for City Employees, Eligible Spouses and Retirees to Increase the Initial Three-Year Term Amount by \$800,000.00 for a New Three-Year Term Amount Up to \$900,000.00 and Authorize Two One-Year Renewal Options in an Annual Amount Up to \$300,000.00 for the Human Resources Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of an amendment to City Secretary Contract 62599 with Wellness Coaches USA, LLC dba Ramp Health for health coaching services for City employees, and eligible spouses and retirees to increase the initial three-year term amount by \$800,000.00 for a new three-year term amount up to \$900,000.00 and authorize two one-year renewal options in an annual amount up to \$300,000.00 for the Human Resources Department.

DISCUSSION:

On January 1, 2025, the Human Resources Department (HR) executed a Vendor Services Agreement with Wellness Coaches USA, LLC dba Ramp Health for health coaching services for City employees, and eligible spouses and retirees, including but not limited to onsite coaching by health professionals, onsite biometric testing, group coaching, and individual coaching (City Secretary Contract No. 62599).

HR reached out to Purchasing to increase the current contract amount from \$100,000.00 to a new amount up to \$900,000.00 for the initial three-year term. This increase is necessary to ensure continued availability of qualified coaches and health professionals for City employees, eligible spouses, and retirees.

FUNDING: Funding is budgeted in the General Operating & Maintenance category in the Group Health Insurance and the Retiree Healthcare Trust Funds for the Human Resources Department.

EXEMPT PROCUREMENT: The City Attorney's Office has determined that coaching services are exempt from competitive bidding under the provisions of Chapter 252 of the Texas Local Government Code because of the require specialized knowledge and expertise.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

BUSINESS EQUITY: This project was approved for a waiver per the Chapter 252 exemption, for Professional Services by the Legal Department. Therefore, the business equity goal requirement is not applicable.

AGREEMENT TERMS: The current term of this agreement will expire on December 31, 2028.

RENEWAL TERMS: The agreement may be renewed for two (2) additional one-year terms for an amount up to \$300,000.00 annually. This action does not require specific City Council approval provided that City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certified that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated in the Group Health Insurance and Retiree Healthcare Trust Funds to support the approval of the above recommendation. Prior to an expenditure being incurred, the Human Resources Department has the responsibility to validate the availability of funds.

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