



**MEMORANDUM**  
**ADMINISTRATIVE SERVICES**  
**PROCUREMENT SERVICES**  
County of Placer

TO: Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
SUBJECT: Change Order to Blanket Purchase Order No. 22216 for Affordable Care Act Reporting Services – Ethority LLC dba TALX Corporation, Equifax

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DATE: September 27, 2016

**ACTION REQUESTED**

Approve Change Order No. 1 in the amount of \$9,000 for a maximum amount not to exceed \$59,000 to Blanket Purchase Order No. 22216 with Ethority LLC dba TALX Corporation, Equifax of St. Louis, MO for Affordable Care Act Reporting Services for the period of September 1, 2015 to August 31, 2017; and

Authorize the Purchasing Manager to sign all required documents.

**BACKGROUND**

The Affordable Care Act (ACA) requires employers with 50 or more full-time workers to offer health insurance to their full time employees. The ACA also requires that employers report annually to the Internal Revenue Service (IRS) what health insurance was offered to employees as well as notify employees regarding what was reported to the IRS on their behalf (1095-C). The Human Resources Department bears the responsibility of reporting this information on behalf of Placer County.

In September 2015 the County Executive Officer executed an agreement with Ethority LLC dba TALX Corporation-Equifax to provide reporting service for this requirement. The agreement is effective through August 31, 2017. Originally, the anticipated cost for the two-year period was \$50,000. However, due to an unexpected increase in reporting requirements, the maximum amount of the agreement will need to be increased by \$9,000 to a new total of \$59,000.

This increase requires your Board's approval.

**FISCAL IMPACT**

Funding for this service is already included in Human Resources Department's FY 2016-17 Proposed Budget.

cc: Judy LaPorte, Assistant Personnel Director of Human Resources  
Casey High, Senior Administrative Services Officer

