



MEMORANDUM

To: City of Menasha Common Council
From: Peggy Steeno, Director of Administrative Services
Date: September 17, 2015
RE: Flexible Spending Agreement - Vendor Assignment

BACKGROUND

The City of Menasha currently partners with BMO Benefit Services (previously known as Marshall & Ilsley Trust Company N.A.) to administer the City's health flexible spending arrangement (Health Care FSA) and dependent care assistance plan (Dependent Care FSA) per an agreement entered into on January 1, 2012.

BMO Benefit Services has signed a definitive agreement for Total Administrative Services Corporation (TASC), a company based in Madison, Wisconsin, to acquire BMO Benefits Services. As such, BMO Benefit Services is asking the City to consent to the current agreement being assigned to TASC.

ANALYSIS

If approved, TASC, the new service provider will assume all of BMO's responsibilities under the existing service agreement as of October 1, 2015. And, per the current transition plan, the City's current BMO representatives will continue on with TASC to service the City of Menasha.

There is a ninety (90) day termination clause in the existing agreement that the City is planning to execute to preserve the right to change to a different provider as of January 1, 2016, if the City so desires.

FISCAL IMPACT

There is no fiscal impact attached to this assignment as none of the agreement details change with the assignment.

RECOMMENDATION

Staff recommends approval of the assignment of the current Health Care FSA and Dependent Care FSA from BMO Benefit Services to Total Administrative Services Corporation.

September 1, 2015

Peggy Steeno
City Of Menasha
140 Main Street
Menasha, WI 54952

Re: City of Menasha Cafeteria Plan

Dear Peggy Steeno:

I am pleased to announce that BMO Harris Bank N.A. (BMO) has signed a definitive agreement for Total Administrative Services Corporation (TASC), a company based in Madison, Wisconsin, to acquire BMO Benefits Services (the "Transaction"). As a valued BMO client, I want to inform you about this Transaction and let you know how pleased we are to have found such a well respected partner to continue the high level of services we seek to provide to you each day.

About TASC

Since 1975, privately-held TASC (www.tasconline.com) has provided benefit account management, benefit continuation services, and compliance services to employers around the nation. Today, with a sales force of more than 10,000 combined distributors and regional sales directors and more than 900 employees nationwide, the organization boasts 20-plus service offerings, generates \$89 million in revenue, and processes over \$2 billion in payments annually.

What Happens Next? Your Consent is Requested

Subject to your consent, your Administrative Services Agreement and the related Business Associate Agreement (together, your "Services Agreements") will be assigned from BMO to TASC. Attached is a "Consent to Assignment," which confirms your understanding that, effective as of September 30, 2015, the closing of the Transaction, TASC will be your Administrative Agent and Business Associate, as applicable, assuming all of BMO's responsibilities to you under your Services Agreements.

Please sign the "Consent to Assignment" form as soon as possible and no later than September 25, 2015 and scan and email the document back to me. Representatives from BMO and TASC would be pleased to speak with you if you would like further discussion.

We truly value your business. BMO and TASC will be working together to ensure a smooth transition. If you have any questions or concerns, feel free to contact me.

Best regards,
Sheila Vetrone

Sheila A. Vetrone | Benefit Services Manager | Vice President
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(T) 920-749-3551 | (F) 888-244-2759 | (M) 920-843-8105

CONSENT TO ASSIGNMENT

City Of Menasha

City Of Menasha (“Client”) hereby consents to the assignment of the Administrative Services Agreement and the related Business Associate Agreement (together, the “Services Agreements”) from BMO Harris Bank National Association (“BMO”) to Total Administrative Services Corporation (“TASC”), pursuant to the terms and conditions of the Asset Purchase Agreement, dated as of August 28, 2015, (the “Purchase Agreement”), between BMO and TASC. This assignment will be effective as of September 30, 2015. Upon the effectiveness of this consent and the assignment of the Services Agreements from BMO to TASC, TASC will assume all rights, obligations and duties of BMO under the Services Agreements as set forth in the Purchase Agreement.

ACKNOWLEDGED AND AGREED

City Of Menasha

By:

Name: _____

Title: _____

Date: _____

Expert Benefits Administration with Innovative Service Features

TASC provides reliable third-party administration and compliance for a wide range of HR and employee benefits programs within our Group Business Division. Employers of any size are able to select from multiple service offerings to fit their business needs and create a comprehensive, compliant, and attractive benefits platform for their employees.

Benefit Account Management Services

Choose from our menu of tax-advantaged plans that help you and your employees save money, and offer innovative tools to conveniently manage your account(s).

- FLEXSYSTEM*** (Flexible Spending Account)
 - Healthcare FSA and Dependent Care FSA
 - Premium Only Plan (POP)
 - Transit and Parking Accounts

TASC HSA (Health Savings Account)

DIRECTPAY HRA* (Health Reimbursement Arrangement)

TASC FUNDED HRA* (Integrated and Retiree FHRA Plans)

We also offer a variety of HR outsourcing solutions that provide hassle-free administration and compliance:

- PAYPATH** (Payroll Services Administration)
- TASC GIVEBACK** (Workplace Giving Administration)
- TASC WELLNESS REWARDS (COMING SOON)**
- TASC TUITION REIMBURSEMENT (COMING SOON)**

**Includes Audit Guarantee (exclusive to TASC)*



Benefit Continuation Services

Reduce your workload and risk by shifting the burden of complex administration and liability to a trusted expert.

- COBRATODAY** (COBRA Administration)
- FMLAMATTERS** (FMLA Administration)
- RETIREEBILLING**

Compliance Services

Rest-assured that you are meeting regulatory and legislative requirements with our reliable compliance service offerings.

- ERISAEDGE** (ERISA Compliance Services)
- TASC MEDICARE PART D NOTICES** (sold with or without ERISAEdge)
- TASC PCORI COMPLIANCE SERVICES** (sold with or without ERISAEdge)
- TASC HIPAA COMPLIANCE SERVICES**
- TASC FORM 5500 PREPARATION**
- TASC NON-DISCRIMINATION TESTING**
- TASC ACA EMPLOYER REPORTING**
- TASC DOXBOX** (Document Repository and Dissemination Service)

Why Choose TASC?

At TASC, we serve our Clients in a manner that is unique to the benefits industry, with personalized service, flexible benefits options, and cutting-edge technology. This coincides with our vision to be a high-performance, engaged, and community-minded workforce.

A Unique Level of Administration

Our ongoing commitment to serving our Clients is what sets us apart from the competition. That commitment includes:



A long-term, value-oriented approach. TASC is a family-owned business with roots in the rural Midwest. Since 1975, TASC has grown to a national administrative service company with annual revenue of 50 million dollars. Even with our size we hold fast to our genuine concern for our customers, our employees, and our representatives.



A commitment to low operating expenses. This keeps our fees low and makes our services affordable for employers excluded by other administrators.



Customer service excellence. We offer a level of customer service that is unparalleled in the industry with certified and experienced representatives who put our customer needs first.



An endorsement of technology. Internet and mobile technologies are integral to the unrivaled accessibility and speed at which TASC serves our Clients, and support the ease-of-use that our customers depend on.

Reliable and Sustainable Company Growth

After 40 years of successful business, we remain steadfast into the future with a primary focus on our customers and their confidence in TASC. Our commitment to continued growth and innovation in order to raise the level of our services and stay ahead of the industry is **a promise we can deliver.**

An award-winning TPA you can count on!

- **40 years of industry experience and growth**
- **National market coverage with over 900 employees in 60 U.S. cities**
- **Multiple distribution channels**
- **Compliance expertise and assurance**
- **Service transparency and accountability**
- **Certified customer care and support teams**
- **Industry exclusive Governmental Affairs Staff**
- **Annual SSAE 16 Type II Audit completion**
- **Competitive pricing**
- **Multiple awards received for benefits administration, innovation, and philanthropy**

Valuable Client Features

- **OneTASC:** One invoice, one website, one onboarding and more for multiple TASC plans/services
- **MyService Center Online:** Service visibility, transparency, and accountability for all TASC Plans
- **Unique Funding Arrangements**

Innovative Participant Features

- **TASC Card:** Convenient access to available account funds at the point of purchase
- **MyCash:** Cash account on TASC Card for claim reimbursement deposits and spending
- **MyTASC Mobile App & Text Messaging:** Access FlexSystem account and request a reimbursement
- **Claim ConneX™:** Automated claims submittal option reduces paperwork for FSA and HRA claims
- **MyTASC Web Portal:** Fully-integrated to easily manage all TASC accounts online in one place
- **Daily Claims Processing and Auto-Substantiation:** 24-hour turnaround with direct deposit