

Memorandum



**DULUTH
PUBLIC
SCHOOLS**

Human Resources

TO: Bill Hanson
FROM: Shelly St. Germaine
DATE: October 4, 2011
RE: Health Reimbursement Arrangement
(HRA)/125 Flex Plan/403(b) Third Party
Administrators Renewal

The District received its renewal from Educator Benefits Consultant (EBC) on October 3, 2011. All rates remain the same. The District contracted with EBC effective January 1, 2010, to provide third party administration services of the HRA, 125 Flex Plan and 403(b) plans. We have not had a rate increase on of the services provided. I have attached a new contract. Listed below are the rates:

- 125 Flex Plan - \$2.50 per participant/per month
- HRA - \$1.75 per participant/per month
- 403(b) Admin./Compliance Full Service - \$500.00 flat fee per month

It is recommended that the renewal for the Health Reimbursement Arrangement (HRA), 125 Flex Plan and 403(b) offered from EBC be accepted. The renewal period is effective January 1, 2012, and will renew from year to year, with either party giving 60 days notice in writing, prior to the next Plan Year anniversary date, if they choose to terminate.

If you have any questions, please contact me at 336-8723.

/ssg