

DEPARTMENT: Administration/Risk Management BY: Rich Inman, CAO  
PHONE:

RECOMMENDED ACTION AND JUSTIFICATION:

Authorize Chairman of the Board to sign addendum to Agreement with Ross & Castillo for administration of county's Workers Compensation Program from July 1, 2003 to June 30, 2006 for annual fee for year one of \$19,200 with annual Consumer Price Index (CPI) adjustments for year 2 and year 3. Current fee is \$18,000 which has remained the same since June, 2000. The addendum does not identify which CPI should be used so action would specify that the CPI used would be determined by the County Administrative Officer and Ross & Castillo agree with this addition.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Ross & Castillo have been providing workers compensation administrative services to the county since July, 1992. The Board of Supervisors has determined over the years to continue to contract for these services based on the satisfactory performance of the company. It appears prudent to continue with this contract at this time understanding the original agreement provides for termination of the agreement by either party by providing sixty (60) days written notice.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Should the Board decide not to continue the contract it would be necessary to issue a Request for Proposal to solicit competent providers of these services. This process could be time consuming and disrupt current claims management services with the existing provider. Furthermore there are no guarantees of increased efficiencies with a new provider.

Financial Impact? (x) Yes ( ) No	Current FY Cost: \$ 18,000	Annual Recurring Cost: \$ 19,200
Budgeted In Current FY? (x) Yes ( ) No ( ) Partially Funded		
Amount in Budget: \$18,000		List Attachments, number pages consecutively
Additional Funding Needed: \$1,200		Letter from Ross & Castillo to Sandra Laird
Source: WC fund		Proposed addendum to existing contract
Internal Transfer _____		Fax from Ross & Castillo
Unanticipated Revenue _____ 4/5's vote		
Transfer Between Funds _____ 4/5's vote		
Contingency _____ 4/5's vote		
( ) General ( ) Other		

CLERK'S USE ONLY:

Res. No.: 03-246 Ord. No. \_\_\_\_\_  
Vote - Ayes: 5 Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Approved  
( ) Minute Order Attached ( ) No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended  
 No Opinion  
Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The foregoing instrument is a correct copy of the original on file in this office.

Date: \_\_\_\_\_  
Attest: MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California

By: \_\_\_\_\_  
Deputy

CAO: Rich Inman

# Ross & Castillo

A Claims Administration Company

Frank J. Ross, President

Sharon L. Castillo, Vice President

April 30, 2003

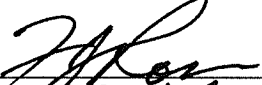
## ADDENDUM

Effective July 1, 2003, our existing claims administration contract is extended through June 30, 2006. All terms of this contract, with the exception of fee, will remain the same. The annual fee for the first year will be \$19,200.00. Twelve monthly billings of \$1,600.00 will be submitted. The fee for the second and third years will include a Consumer Price Index increase.

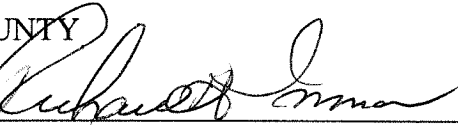
WITNESS the parties hereto the day and year first above written.

-CONTRACTOR-

ROSS & CASTILLO

By   
Title President  
Date 4-30-03

-COUNTY OF MARIPOSA-

COUNTY  
By   
Title County Administrative Officer  
Date 7/1/03