



PURCHASING DEPARTMENT

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ADDENDUM # 1

TO: ALL PROSPECTIVE PROPOSERS
FROM: Nancy Lam, Purchasing Director
DATE: February 24, 2016
SUBJECT: Health Benefits Consultant RFP 16-0310

Addendum 1 includes the following:
Responses to Questions 1 - 12

I acknowledge receipt of addendum # 1. Please return this form with your proposal.

Name of Company _____

Signature _____

Date _____

BOARD OF COMMISSIONERS
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Questions 1 - 12

Health Benefits Consultant

Question 1: How many employees including number of retirees?

Response 1: Floyd County has 686 active full time employees of which 606 are eligible to be covered by insurance. We have 493 covered by insurance plus 27 retirees on the plan.

Question 2: Do you have an existing broker? Does the broker provide all these services today?

Response 2: Our present Broker provides services outlined in the RFP.

Question 3: Does the existing broker do actuarial valuation services such as pension valuation or OPEB?

Response 3: The present Broker facilitates and provides information for completion of the OPEB Computation.

Question 4: Is pension advisory part of the proposals? And if not, can we bid that separately?

Response 4: No. The present Broker does not provide pension advisory services. In regards to bidding additional services, the RFP provides the frame work for bidding additional services. Currently the county is not seeking pension advisory services.

Question 5: For each underlying benefit, is the country's intention to bid out all the benefits or a subset of the ones?

Response 5: A review of benefits is conducted annually to determine the necessity for change due to service or pricing. Decisions are made regarding benefits at that time.

Question 6: Does the county prefer a bid on a consulting fee basis only or would they prefer a structure based on commissions?

Response 6: Consulting fees will be computed on a fee and commissions basis as outlined in Floyd County's RFP.

Question 7: Total number of benefit eligible employees

Response 7: 606

Question 8: Total premium (annual or monthly) on all voluntary lines of coverage.

Response 8: Monthly premium in February of \$62,798.66

Question 9: How are the FSA fees currently being funded?

Response 9: funded by Floyd County

Question 10: How are the HRA fees currently being funded?

Response 10: funded by Floyd County

Question 11: What will be the effective date of this contract be when awarded?

Response 11: Floyd County's goal is to award contract by May 1, 2016, effective date within 60 – 90 days after award.

Question 12: Once RFP's are submitted what will the decision making process look like? (Interviews, Reference checks. ETC...)

Response 12:

- The evaluation committee will review all proposals based on the criteria in the RFP, reference checks will be during this phase.
- Narrow down the submissions and invite that group for interviews and include results in final evaluation.
- Enter into negotiations if necessary.