

Blue Sheet No. 20160578	Lee County Board Of County Commissioners Agenda Item Report Meeting Date: 10/18/2016	Item No. 12
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TITLE:
Award contract for employee COBRA and FSA benefit plans to Aetna Life Insurance Company/PayFlex

ACTION REQUESTED:
A) Approve the ranking of firms by the Evaluation Committee for Request for Proposals No. RFP160432/RDF, Employee COBRA and FSA Benefit Plans, in the following order: 1) Aetna Life Insurance Company/PayFlex 2) Connect Your Care 3) iTEDIUM, Inc. 4) Application Software (ASI) 5) Discovery Benefits, Inc. 6) Total Administrative Services Corp. (TASC) 7) Chard-Snyder & Associates, Inc. 8) Lifetime Benefits Solutions, Inc.

B) Approve award of RFP160432/RDF to the top ranked firm, Aetna Life Insurance Company/PayFlex, to provide Continuation of Benefits Rights Act (COBRA) and Flexible Spending Account (FSA) benefit plans for employees, as administered by Human Resources, for a three-year term commencing on January 1, 2017, at the rates provided in Attachment 2.

C) Authorize the Chair, on behalf of the Board of County Commissioners, to execute the contract documents upon receipt.

D) Grant the Director of Procurement Management the authority, with County Administration approval, to negotiate and execute renewals of this contract for three additional, one-year terms, within the adopted annual budget, under the same terms and conditions, if doing so is in the best interest of Lee County.

FUNDING:
Estimated annual employer cost is \$22,249 resulting in a 23% decrease; Included in the Budget

Self-Insurance Medical Program

WHAT ACTION ACCOMPLISHES:
Approves the ranking of firms and authorizes the execution of a three-year contract with the top ranked firm, Aetna Life Insurance Company/PayFlex, for Request for Proposals No. RFP160432/RDF, Employee COBRA and FSA Benefit Plans. Provides comprehensive COBRA and FSA benefit plans for employees as administered by Human Resources commencing on January 1, 2017. Contract is for three years with three optional one-year renewals. Authorizes the Chair to sign the Application necessary to finalize the contract.

MANAGEMENT RECOMMENDATION:
Approve

Requirement/Purpose: (specify)	Request Initiated
<input type="checkbox"/> Statute <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Admin Code AC-4-1	Commissioner: Department: HUMAN RESOURCES Division: No Divisions

Required Review:					
Alise Flanjack	Corris L. McIntosh Jr.	Mary Tucker	Angela Guttery	Peter Winton	Christine Brady
HUMAN RESOURCES	County Attorney	Purchasing	Budget Analyst	Budget Services	County Manager

Other

By:

Alise Flanjack

Background:

COBRA and FSA benefit plans are part of the benefits package offered by the Board of County Commissioners to its employees.

On the established deadline of August 2, 2016 for Request for Proposals No. RFP160432/RDF, Procurement received a total of nine proposals. All proposals with the exception of one, which did not acknowledge the addendum, were considered at the Proposal Evaluation Committee meeting on September 13, 2016. During the evaluation process, the Proposal Evaluation Committee considered criteria as listed in the solicitation, including service capabilities, plan administration, value add, related experience and references, and cost. On the basis of the information submitted by the firms in their proposals, it was the consensus of the committee to recommend to the Board the ranking as follows: 1) Aetna Life Insurance Company/PayFlex 2) ConnectYour Care 3) iTEDIUM, Inc. 4) Application Software (ASI) 5) Discovery Benefits, Inc. 6) Total Administrative Services Corp. (TASC) 7) Chard-Snyder & Associates, Inc. 8) Lifetime Benefits Solutions, Inc.

The contract term will be for three years effective January 1, 2017 through December 31, 2020. The County reserves the right to renew the contract and to negotiate lower pricing as a condition for each renewal, for up to three additional one-year periods. The estimated annual expenditure for the plans is \$22,249 or a 23% reduction, and PayFlex has proposed an initial five-year rate guarantee.

- 1) Evaluation Meeting Minutes with Final Ranking
- 2) ASA Summary Sheet and Fees