

**AGENDA ITEM REPORT**

DATE: December 5, 2017
DEPARTMENT: Human Resources
REQUESTER:
TITLE: Approves Contract with Aetna Life Insurance Company for Medical Stop Loss Coverage

I. MOTION REQUESTED

- A. Award and Contract of Request for Proposal No. RFP170465LKD, Medical Stop Loss Policy, to Aetna Life Insurance Company, for a period of 1 year, beginning January 1, 2018.
- B. Authorize staff to negotiate a Contract/Agreement with selected firm, Aetna Life Insurance Company, to provide Medical Stop Loss Policy.
- C. Grant the Procurement Director the authority to renegotiate and execute renewals of this agreement, including price increases for up to three additional one-year periods, with County Administration approval, if doing so is in the best interest of Lee County.
- D. Procurement Management to add or delete work or services as needed and to execute any documents necessary for these changes. For example the increase or decrease of participants in which the premium would change.
- E. Authorize the Chair to execute the contract documents upon approval of the negotiated agreements by Administration, County Attorney, and Human Recourse Director or acting representative.

II. ITEM SUMMARY

Approves the award of the single proposal received and authorizes negotiation and execution of a contract with Aetna Life Insurance Company, for Request for Proposal Number RFP170465LKD, Medical Stop Loss policy. Provides Medical Stop Loss coverage for Lee County and its participating entities participants as administered by Human Resources commencing on January 1, 2018. The initial contract is for one year with three one-year renewal options. Authorizes staff to negotiate the agreement/contract. Authorizes the Chair to finalize the negotiated contract/agreement upon the review and approval from Administration, the County Attorney and Human Resources Director or acting representative.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
On the established deadline of October 26, 2017, Procurement received one proposal. The proposal submitted, by Aetna Life Insurance Company were considered by the Evaluation Committee on November 6, 2017. During the evaluation process, the Evaluation Committee considered criteria as listed in the solicitation, including Company qualification, experience, references, plan design options personnel and pricing. On the basis of the information submitted by the firm in their proposal, it was the consensus of the committee to recommend to the board the award to Aetna Life Insurance Company. The initial contract agreement term will be for one year, beginning January 1, 2018, with three one-year renewal options upon mutual agreement by both parties. Staff to negotiate the agreement/contract to be reviewed and approved by County Administration, the County Attorney and Human Resources Director before presenting to the Chair for execution.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See Comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: SELF INSURANCE HEALTH FUND Program: Project: Account Strings: GC5133757602.503190	
G)	Fund Type?	Other SELF INSURANCE HEALTH FUND
H)	Comments: Employer paid at approx \$1,931,461 annually - \$38.46/employee/mth (same as current rate)	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

Contract effective 1/1/2018

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Notice of Intended Decision	11/21/2017	Cover Memo
Proposal Scoring	11/21/2017	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Human Resources	Peterson, Lynne	Approved	11/21/2017 - 2:20 PM
Budget Services	Henkel, Anne	Approved	11/22/2017 - 9:44 AM
Budget Services	Winton, Peter	Approved	11/22/2017 - 10:37 AM
County Attorney	Lira, Louis C.	Approved	11/22/2017 - 12:02 PM
County Manager	Brady, Christine	Approved	11/27/2017 - 3:44 PM