



AGENDA ITEM REPORT

DATE: October 18, 2022
DEPARTMENT: Human Resources
REQUESTER: Erin Hailstone
TITLE: Award Contract for Employee Benefits - Vision Coverage

I. MOTION REQUESTED

- A) Award Request for Proposal No. RFP220090CJV, Employee Benefits – Vision Coverage to Vision Service Plan Insurance Company (VSP) for the employee vision benefits coverage, for an initial term of three (3) years, in the annual amount of \$670,006 paid by employees.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the County Manager or designee the authority to renew the contract, in whole or in part, for a renewal term or terms not to exceed four (4) additional one (1) year periods, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal(s).

II. ITEM SUMMARY

Authorizes the negotiation and execution of a contract with the top ranked firm, Vision Service Plan (VSP), for employee and retiree vision coverage commencing on January 1, 2023. The initial contract is for 4 years with a renewal term or terms not to exceed three (3) additional one (1) year periods.

The new contract is expected to reduce employee/retiree premium costs by 10.5% or \$78,444 annually. Total annual premium costs estimated at \$670,006

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained proposals for the project known as Request for Proposal RFP220097CJV Employee Benefits – Vision Coverage. The project was competitively bid. On the solicitation deadline of July 7, 2022, Procurement Management received seven submittals found to be responsive and responsible.

An evaluation meeting was held on August 9, 2022 during which the Evaluation Committee considered criterion as listed in the solicitation request including such items as company experience, service capabilities, plan administration and design, network access and cost. Firms were scored and ranked accordingly. The consensus of the committee was to enter into negotiations with the top ranked firm and recommend the award of contract to Vision Service Plan, for an initial contract term of three (3) years. The contract is eligible for renewal terms not to exceed three (3) additional one (1) years periods, upon mutual written agreement of both parties.

New contract is expected to reduce employee/retiree premium costs by 10.5% or \$78,444 annually. Total annual premium costs estimated at \$670,006.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$748,450
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: Program: Project: Account Strings: Various liability accounts - Employee paid premiums	

G)	Fund Type?	Other: Various liability accounts - Employee paid premiums
H)	Comments:	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

New contract effective 1/1/2023

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
NOI RFP220090CJV Vision Ins Minutes	9/12/2022	Cover Memo
	9/12/2022	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Human Resources	Hailstone, Erin	Approved	9/13/2022 - 10:49 AM
Budget Services	Guttery, Angela	Approved	9/23/2022 - 9:24 AM
Budget Services	Winton, Peter	Approved	9/23/2022 - 3:06 PM
County Attorney	Fraser, Andrea	Approved	9/23/2022 - 3:32 PM
County Manager	Harner, David	Approved	9/26/2022 - 12:32 PM