

EMERALD COAST UTILITIES AUTHORITY
BID 2016 07
RFP Employee Benefits and Insurance
March 22, 2016

ADDENDUM NUMBER 4

Prospective Bidders:

This addendum is issued to clarify questions received about this request for proposal for this RFP.

1. Can you clarify what is meant by “proposal summary” and supply the Proposal Summary Forms, and provide instructions for completing both these forms and the proposal summary?

Response: The terms “Proposal Summary Forms” and “Proposal Summary” are used interchangeably with “Proposal Forms Package” in the RFP; therefore, any reference to Proposal Summary Forms and Proposal Summary is referring to the Proposal Forms Package.

2. Will ECUA be accepting Self-Funding Proposals?

Response: Not at this time. As stated in the RFP, ECUA is seeking bids equal to existing coverages provided by current carriers.

3. Exactly what is meant by “Product literature” and/or “data/information”?

Response: Literature and/or information about the insurance product or benefit service you are proposing to ECUA.

4. Are “deviations from the RFP specifications” the same as EXCEPTIONS as described in the Pricing/Rate Proposal Form attached to the RFP?

Response: Yes.

5. We need a census including dob, gender, home zip code, elections along with salaries and occupations.

Response: The requested data was provided in an attachment to Addendum Number 1 of this RFP. All future respondents may email amy.williamson@ecua.fl.gov for access to the census information.

6. Dental and LTD: We need to know if the dental and LTD are employer paid or voluntary.

Response: ECUA contributes \$22.34 per month toward the “employee only” dental premium with no additional contribution toward dependent coverage; LTD is employer paid.

7. Life: Does ECUA want life quoted for all employees? If so, we will need the benefit summary.

Response: Yes; the benefit summary was provided in an attachment to Addendum Number 2 of this RFP. All future respondents may email amy.williamson@ecua.fl.gov for access to the information.

8. Life, Disability, Dental: Could you provide clarification on the following: “The successful proposer shall be required to develop a system that will coordinate with ECUA’s desires regarding the offering of, administration of, and accounting for benefits.”

Response: “Developing a system” means to work with ECUA on cultivating a workflow that supports offering, administering, and accounting for its benefits.

9. Medical: Services shall include but would not be limited to the following:
d. Database Import/Export Option – Please clarify expectation

Response: Your proposal must offer ECUA the option to directly import and export enrollment data to and from the carrier database.

10. Medical: Services shall include but would not be limited to the following:
n. The successful proposer shall be required to develop a system that will coordinate with ECUA’s desires regarding the offering of, administration of, and accounting for benefits – Please clarify, what developing a system means?

Response: “Developing a system” means to work with ECUA on cultivating a workflow that supports offering, administering, and accounting for its benefits.

Regards,

Amy Williamson, CPPB, FCCM
Senior Purchasing Agent