



CITY OF ROUND ROCK

RFP NO. 15-037

Employer Provided Group and Voluntary Benefits Plans

RFP No. 15-037

Addendum No. 2

Date: Wednesday, July 22, 2015

Addendum No. 2 – This addenda is in response to questions submitted regarding RFP No. 15-037 for Employer Provided Group and Voluntary Benefits Plans by the deadline of Monday, July 20, 2015, as outlined below:

Questions - The below questions are outlined as follows:

Question No. 1: There are several items missing to be able to quote the life and disability. Can you tell me if an addendum might be coming out soon, and possible an extension on the due date?

Answer: Yes. Please refer to Addendum No. 1, dated 07/16/2015, and Addendum No. 2, dated 07/21/2015. The closing date for RFP No. 15-037 for Employer Provided Group and Voluntary Benefits Plans remains the same as outlined in the original "Schedule of Events".

Question No. 2: Does the City of Round Rock participate in the Employees Retirement System (ERS)? If so, do all employees participate or only certain classifications?

Answer: All employees who work more than 25 hours participate in the TMRS Retirement System.

Question No. 3: Would it be possible to please receive paid claims for each year reported on an Incurred Basis (not paid basis) or the total paid for each claim on the list?

Answer: We do not have that information.

Question No. 4: Does the City of Round Rock participate in Social Security?

Answer: All organizations in the country participate in Social Security. Referring to LTD, it is effective until the disabled reach age 65 or are eligible for Medicare.

Question No. 5: Would it please be possible to receive an extension on the due date?

Answer: No

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Questions - (Continued):

Question No. 6: Is there a choice of STD plans for the employee? The original census shows 2 plans: "STD 13" and "STD 25". Yet, the PDF Lincoln LTD Summary is showing only 8-8-25 weeks. Please clarify which plan is in force.

Answer: There are two options to the STD Plan, a 13 week and a 25 week option. There is only one LTD plan.

Question No. 7: The original census shows 183 employees on the STD tab. The Lincoln experience shows 132 employees covered in the June 2015 month. Which is correct?

Answer: Some employees enroll on the City's online enrollment system and are not immediately indicated on the LFG enrollment.

Question No. 8: Would it be acceptable to change a response with a dropdown box into a normal box if the question is not a simple Yes/No question?

Answer: If required, please provide additional response as an additional attachment with your RFP response.

Question No. 9: RFP asks for a flash drive copy returned – is it okay if we return a CD copy instead?

Answer: No

Question No. 10: Should we use "The City of Round Rock," "The City of Round Rock, Texas," "City of Round Rock, Texas" or something else for any cover pages or headers?

Answer: "The City of Round Rock, Texas".

Question No. 11: STD - Can booklets/contracts be provided? They only included summary of benefits not actual contracts.

Answer: What was provided is all that LFG provides. There are no booklets.

Question No. 12: LTD - Can booklets/contracts be provided? They only included summary of benefits not actual contracts.

Answer: Please see Question 11.

Question No. 13: LTD - Can current in force rates be provided?

Answer: \$.17/\$100

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Questions - (Continued)

Question No. 14: LTD - Can an open and closed LTD claim listing be provided? Please include gender, date of birth, date of disability, net benefit, social security status, total paid and gross benefit.

Answer: There have been no LTD claims in the past three years.

Question No. 15: Most of the fields on the particular worksheet specifically #17 - #24 are formatted to be "Yes/No" and won't allow appropriate responses to be entered. Can you please provide a revised copy of the STD questionnaire?

Answer: Not available.

Question No. 16: Is the benefit administration system in scope in this RFP?

Answer: N/A

Question No. 17: How will City of RR prefer their employees be enrolled? Face to face, self-service, call center etc. Do they currently use an enrollment firm?

Answer: The City prefers self-service.

Question No. 18: What benefit administration system do you currently use?

Answer: Munis/Tyler Technologies.

Question No. 19: Is it possible to obtain 3 years of paid claims and 3 years of paid premium by policy year?

Answer: Not available. No LTD Claims in the past 3 years, one life claims (\$47,000) in the past three years.

Question No. 20: Is it possible to obtain rate history by policy year?

Answer: Rates included in RFP.

Question No. 21: Will both core and voluntary benefits be supported on the same platform?

Answer: Yes

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Questions - (Continued):

Question No. 22: Is it possible to obtain Life Waiver information?

Answer: Included in policy verbiage.

Question No. 23: Is it possible to obtain renewal rates? Have not received. Have not had a rate increase in three years.

Answer: Please refer to question and answer to Question No. 3 on Addendum No. 1, dated 07/16/15. Renewal have not been received yet.

Question No. 24: Can the City confirm the inforce commissions for each line?

Answer: N/A

Question No. 25: Please provide the inforce STD and LTD rates?

Answer: Indicate in rate tables. LTD: \$.17/\$100

Question No. 26: Have there been any rate or plan changes with the current carriers?

Answer: No

Question No. 27: STD plan design – is there any difference between the two options other than the duration?

Answer: No

Question No. 28: Can you confirm that there are no open LTD claims?

Answer: Yes, there are none.

Requests for Additional Information:

Request No. 1: Please indicate on the census who is enrolled in the STD.

Answer: N/A

Request No. 2: Please provide 3-5 years of premium with rate history, paid on an incurred basis, open claim information including gross benefit, net benefit and/or offset information, DOB, DOL, gender, and MBD.

Answer: There have been no rate increases in three years. Claims info not available.

Request No. 3: Please provide any changes in the plan design during the last 3 years.

Answer: None

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Requests for Additional Information - (Continued):

Request No. 4: We would like to request a complete census of all benefit eligible employees to include date of birth, gender and salary.

Answer: Indicated in RFP.

Request No. 5: We would like to request a current employer paid life rates?

Answer: Life: \$.04/\$1,000, AD&D: \$.02/\$1,000 as indicated in RFP.

Request No. 6: Please provide date of birth in addition to gender for respective elections of voluntary coverage.

Answer: Included in census.

Request No. 7: Please provide current spouse and child elections. If possible, provide employee date of birth and gender with their spouse election.

Answer: Included in census.

Request No. 8: Please provide the inforce STD and LTD rates.

Answer: Indicated in rate tables.

Request No. 9: Please provide the certificates or SPDs for all coverages. The Excel documents/summaries do not provide the benefit detail we need.

Answer: Included in RFP, LFG provided certificates only to individuals who requested such.

NOTE: Solicitation documents may be downloaded from the City's website or the State of Texas Comptroller of Public Accounts – Electronic State Business Daily (ESBD) at:

<http://www.roundrocktexas.gov/departments/purchasing/solicitations/purchasing-active-solicitations/>

http://esbd.cpa.state.tx.us/bid_show.cfm?bidid=118703

Approved by: Michael Schurwon

Date: 07-22-15

Michael Schurwon, CTPM, CPPB
Purchaser

By the signatures affixed below this addendum is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED:

Vendor _____

Authorized Signature _____

Date _____

NOTE: RETURN ONE COPY SIGNED COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY AUTOMATICALLY DISQUALIFY YOUR RESPONSE FROM CONSIDERATION FOR AWARD.