



**SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE**

Purchasing Department

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www.sedgwickcounty.org/finance/purchasing.asp

**ADDENDUM 2
RFP #21-0050
EMPLOYEE ANCILLARY BENEFITS – FSA ADMINISTRATION**

August 10, 2021

The following is to ensure that proposers have complete information prior to submitting a proposal response. Here are clarifications regarding our request.

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

- 1. Will the “Additional Representations for FEMA Funded Projects” apply to this particular RFP?**

Answer: No.

- 2. Will the bidder for this particular RFP be required to complete the FEMA Certifications?**

Answer: No.

- 3. Regarding contract terms, our response to the RFP will include a copy of our standard Master Services Agreement (MSA) containing the terms under which we do business with all clients. We recommend using this because it precisely addresses, describes and supports the issues specific to and relevant to providing the services proposed. We would most likely be able to agree to include all Mandatory Contractual Provisions, and we are also open to reviewing certain specific provisions of your Sample Contract and General Contract Provisions for possible inclusion in the negotiated agreement. Is this approach acceptable?**

Answer: Yes.

- 4. We also offer HSA product with \$0 monthly admin PAPM fee if the county will allow us to include with our proposal.**

Answer: The county is not bidding the HSA currently.

5. **Are there any areas of administration that you are currently dissatisfied with? If yes, please describe.**

Answer: The county is not bidding any other administrative services outside FGSA and COBRA currently.

6. **Are there additional features or services that you are interested in implementing with a new administrator?**
a. **For example, HSA, commuter or bike account, vaccine reward account, and/or wellness reward account.**

Answer: No additional features or services are being requested.

7. **Does the county currently offer a Limited Purpose FSA option for HSA participants?**

Answer: No.

8. **Would having a single source for administering multiple account types, i.e. HSA & FSA, be beneficial for the county?**

Answer: Each administrative service will be evaluated separately.

9. **Are you looking to increase FSA participation?**

Answer: No.

10. **Can we combine RFP responses when bidding out two (2) services? i.e...FSA and COBRA?**

Answer: Each RFP will be evaluated separately.

11. **Can you provide current pricing for your FSA administration? Is this paid for by the county or by the employee?**

Answer: The current pricing will not be released at this time. This is paid for by the county.

12. **Are all 2,500 employees eligible?**

Answer: Yes.

13. **For the FSA participation, do you know how many unique FSA accounts there are overall? For example, one individual has both a medical FSA and a dependent care FSA, which we would view as 1 unique FSA account, as both lines are housed on the same account. Essentially, what is the overlap between MFSA/DCA?**

Answer: This information is unavailable.

14. Does Sedgwick County utilize a ben admin/HRIS system? If so, who?

Answer: N/A.

15. Who are Sedgwick County's carriers for medical/dental/vision?

Answer: UMR- Medical/Delta Dental - Dental/VSP – Vision

a. Do you have substantiation files in place with them today?

Answer: No.

16. Reason for marketing?

Answer: The contract is expiring.

17. I'm sure you can relate – all of us here have transitioned to work-from-home for the foreseeable future due to the COVID-19 situation. We strongly prefer to refrain from sending any physical copies or USB proposals during this time in accordance with best practices regarding COVID-19 and to keep ourselves, consultants, and clients safe and healthy. Can you confirm if Sedgwick County will accept electronic-only submission via email in light of the current situation?

Answer: The county requires a hard copy and one electronic file for responses to this RFP. An evaluation score is provided in the RFP. The county will not publish the evaluation score, but will publish the winner table.

18. What is the claims funding arrangement and frequency of funding between Sedgwick County and the vendor?

Answer: Prefunding.

19. Will the vendor have ACH access to a county bank account for claims? If not, will prefunding be provided?

Answer: Prefunding.

20. Will the county supply the vendor with a payroll file of actual FSA payroll deductions? If so, will the county conform to the vendor file specs?

Answer: Yes.

21. Will the county provide an electronic open enrollment and ongoing file for new hires, terminations, and changes? If so, will the county conform to the vendor file specs?

Answer: Yes.

22. Do current fees include the debit card or is that an additional fee?

Answer: Yes, they are included.

23. Who is the current administrator?

Answer: Surency.

Submittals are due **NO LATER THAN 1:45 pm, CDT, Tuesday, August 24, 2021**. Late proposals will not be accepted and will not be considered for award recommendation.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL RESPONSE PAGE.

Joseph Thomas

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JT/lj