



DIVISION OF FINANCE – PURCHASING DEPARTMENT

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ADDENDUM #1 RFP #24-0057 DEPENDENT AUDIT

August 28, 2024

The following is to ensure that vendors have complete information prior to submitting a *proposal*. Here are some clarifications regarding the proposal for *Dependent Audit* for the *Human Resources*.

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

- 1. Are you able to tell me how many employees have at least one (1) dependent on medical coverage for Sedgwick County?**

1412 (medical coverage only)

- 2. How many employees/retirees are covering at least one (1) dependent (spouse and/or children) in the plans to be audited (non-Single contracts)?**

1436

- 3. Are retirees included in this audit? If so, how many?**

No.

- 4. How many dependents (spouses and children) are covered?**

3276

- 5. Does the plan have a “spousal carve-out” or “working spouse” provision, which precludes spouses from enrolling if they have access to other employer-sponsored coverage?**

No.

- 6. Does the plan have a “spousal surcharge” provision that applies an extra charge if spouses are eligible for other employer-sponsored coverage?**

No.

7. Does the plan cover domestic partners?

No.

8. Who is the medical plan claims payer(s)?

United Healthcare.

9. Does the county use a website to inform employees of HR related projects (i.e. open enrollment)? Can we use the site to inform employees of the audit, embed our link and provide videos to gently encourage employees to complete the audit?

Sedgwick County will push the information to employees.

10. How does the county communicate their open enrollment to members?

Electronic.

11. How is open enrollment conducted? Paper? Electronic? Other?

Electronic.

12. When is open enrollment conducted? Effective date?

October 10, 2024 thru October 31, 2024 and effective date is January 1, 2025.

13. Are open enrollments active or passive?

Passive.

14. Does the county have employee email addresses and phone numbers in the data? Percentage of each?

Address = 100%; phone numbers = yes but unknown percentage (it is optional for employees to provide numbers).

15. Does the county want dental/vision included in the audit? Is that number included in the number of employees with a covered dependent?

No.

16. Does the county provide an employee newsletter? Can we provide copy and links to announce the impending audit in the newsletter?

The information should be supplied to Sedgwick County and we will push that information to employees.

17. Estimated percent of employees that speak Spanish? Other languages?

Unknown.

18. Average annual cost of medical coverage per dependent?

\$3,502.52 annually in med/Rx claims utilizing the most recent last 12 months of data.

19. Are your dependent eligibility rules completely uniform across all medical plans? Same with Dental/vision?

Yes. Same with Dental/Vision.

20. Do you collect documents for new hires? Status changes? Additions during Open Enrollment?

No.

21. Does the county have a spousal carve out or surcharge? If not, are they considering one in the future?

No.

22. During the audit, do you want us to capture or update employee demographic information during the audit?

Yes. If possible.

23. When was the last dependent audit conducted? Who conducted? What were the results? Were you satisfied with the vendor?

This will be the first dependent audit conducted.

24. Estimated percent of employees with web access (include access at work, common area kiosk, home access)

100 %. All employees have access.

25. Do you want Amwins to provide healthcare options for dependents that no longer meet eligibility rules?

Maybe. We will need additional details to respond.

26. Are there culture or union issues we need to consider regarding the dependent verification?

No.

27. What is the average annual cost per spouse?

\$7,963.93 annually in med/Rx claims utilizing the most recent last 12 months of data.

28. What is the average annual cost per child?

\$3,502.52 annually in med/Rx claims utilizing the most recent last 12 months of data.

29. Is there a spousal surcharge or carveout?

No.

30. Can we submit an electronic response only or is it required to also submit a paper response?

If you submit an electronic response, a paper response is not required.

31. If Sedgwick County would like to include more than just the medical plan in the audit, are the dependent eligibility rules for all the benefit plans exactly the same (i.e. if you are eligible for one, you are eligible for all)?

Yes, the same. The audit is only for medical.

Firms interested in submitting a *proposal*, must respond with complete information and **deliver on or before 1:45 pm CDT, September 10, 2024**. Late *proposals* will not be accepted and will not receive consideration for final award.

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

A handwritten signature in blue ink that reads "Tammy Culley". The signature is written in a cursive, flowing style.

Tammy Culley
Purchasing Agent

TC/ch