

## **ADDENDUM 1 – May 14, 2018**

### **EMPLOYEE BENEFITS INSURANCE PREMIUM QUOTATION REQUEST FOR PROPOSALS (RFP)**

#### **A. Questions and Responses**

1. Section D (page 3) indicates that the broker will serve as SAA's section 125 plan administrator. Is it acceptable if the broker works with either SAA's FSA vendor or another company to maintain the 125 plan? This would assume the broker would pay for the cost.

**The primary purpose of this requirement is that the 125 plan is maintained by the respondent not SAA. The mechanism/methodology for accomplishing this (including the cost) is up to the responding party.**

2. It appears that SAA has a [10/1](#) benefits effective date. The contract dates for this scope are also, [10/1-9/30](#). Should we interpret that the chosen broker will be conducting the marketing, negotiation, enrollment, etc. up [until 10/1/2018](#) without compensation? Or will the current broker intimate and complete the work for the [10/1](#) renewal?

**The qualifying respondent will complete all necessary work to support our enrollment which will be effective on 10/1/2018, all insurance services necessary through the year and support for other initiatives delineated throughout the RFP. SAA does not pay fees to the brokers. That compensation should be between the broker and the carriers that they represent.**

3. Section 5.k (page 5) states "Insurance quotes for the employee benefits policies will be due no later than [2:00pm EST May 25, 2018](#)." Can you clarify the term "quotes?" Does SAA simply mean our response to this RFP? Or is SAA looking for an actual "quote" of premium from the insurance markets, i.e. UHC, Aetna, Florida Blue, Cigna, Humana, Av Med etc.

**SAA is looking for broker responses to the RFP. Actual quotes for premiums can be ascertained with the census provided herein. Such quote would certainly be of assistance in weighing a response and measuring the ability of a broker to support our needs such as a budgeting (which we are undertaking now). Numerous requests have been made for a census. A census is being provided at the end of this addendum.**

4. Please send a current census of your employees covered under the health insurance with date of birth, gender and tier of coverage.

**A census is provided as a PDF document following this Addendum**

5. How many employees are currently participating in the health plan?

**Please refer to the census provided at the end of this Addendum.**

6. What is the total annual premium for the health & prescription plan?  
**\$538,333.80**

7. What is the total annual premium for the Disability, Dental, Vision Benefits and any other ancillary voluntary benefits?

**Dental \$39,235.20, Vision \$5,448.12, Employer provided Life Insurance \$11,179.56, Employer provided AD&D \$1,064.76**

**Voluntary elected policies are ;**

**Life Insurance – 10,961.4**

**Disability – 10,419.36**

**Accident – 16,557.24**

**Cancer – 10,088.04**

**Critical Care – 3350.40**

**Supplemental Hospitalization – 46,054.68**

8. Who is the current agent, for how many years, and total compensation including fees and commissions?

**We have been with McLain, Pierce and Associates greater than 14 years.**

**McLain, Pierce and Associates, Inc**

**720 S Park Avenue**

**Sanford, FL 32771 The Sanford Airport Authority has not paid fees commissions or other compensation to our broker directly.**

9. Are there any issues/concerns with the current broker and/or the service they provide?

**No**

10. If you are happy with the services and relationship with the current broker, what is your primary reason for this RFP and the targeted results? If the answer to that question is price, is it a sealed bid process or will the incumbent be given an opportunity to price match?

**The purpose of the RFP is to re-evaluate the market place in providing the services needed for our employees and our business. The responses should be sealed bid and the incumbent does not have an opportunity to price match.**

11. Is the current broker local and does the Sanford Airport Authority have any sort of local preference policy?

**Yes the current broker is local and the Sanford Airport Authority does not have a local preference policy.**

12. Lastly, since you operate under the Sunshine Law, we would like to request copies of the current broker's most recent proposal as well as those who submitted a proposal the last time you did an RFP for Employee Benefits.

**In that the current broker has been our broker for greater than 14 years, any proposal or response would not be relevant to today's market or pricing. As such none will be provided.**

13. Does SAA currently have on-line enrollment system in place and are they looking to replace it with a different one?

**We do not have an on-line enrollment system but plan for the broker to assist in the effort.**

14. Does SAA prefer the cost of the on-line system be included in the agent of record's compensation or be completely transparent, independently owned and separate ?

**If there is a fee, we would expect it to be reflected in the response. SAA does not expect any vendor to perform services without compensation. The RFP expects all responses to consider providing support towards achieving on-line enrollment.**

15. Confirm that the Broker is to facilitate the establishment of these initiatives by working with management and payroll provider.

**This is correct per RFP section D.**

16. In order to quote voluntary group products other than the ones you have, I will need a current census. Can you provide me with one?

**A census is provided as a PDF document following this Addendum.**

17. I wanted to confirm after reading the full request for proposal that the airport authority is not only looking for the agency's bio and description of services provided, but actual quotes for the 10/1/18 renewal? If so, we will need an updated census, claims information and medical questionnaires completed.

**A census is provided as a PDF document following this Addendum.**