



Administrative Services Committee Meeting

Meeting Date: November 28, 2023

- Department:** Human Resources Department – RFP 23-278 Ancillary Benefits
- Presenter:** Anita Rookard
- Caption:** Motion to Approve Recommendation of Award for RFP 23-278 Ancillary Benefits. After a thorough evaluation process, the evaluation committee recommends the following awards:
- Dental Award:** Delta Dental
- Life, Accidental Death Dismemberment, and Long-Term Disability Award:** The Standard
- Flexible Spending Account Award:** Anthem
- Background:** Current Ancillary Benefits contracts are set to expire on December 31, 2023. In anticipation of this expiration, Human Resources, in collaboration with the Procurement Department, has diligently undertaken the responsibility of ensuring a seamless transition for our organization and its employees.
- To this end, a comprehensive Request for Proposal (RFP) has been submitted for the provision of Ancillary Benefits, encompassing services such as Dental, Life, Accidental Death and Dismemberment, Long-Term Disability, and Flexible Spending Accounts. This strategic initiative is aimed at not only maintaining but enhancing the level of support and coverage available to our valued employees. These benefits will be available beginning January 2024, if approved.
- The RFP process was meticulously designed to solicit proposals from qualified and reputable providers in the market. The evaluation criteria encompassed various parameters, including cost-effectiveness, coverage comprehensiveness, provider network strength, and overall alignment with our organizational objectives. We are confident that this thorough approach will lead to the selection of providers who are best suited to meet the diverse needs of our workforce.
- Analysis:** RFP submittals were received and evaluated. For Dental, a total of seven (7) vendor responded. Delta Dental was the vendor who received the highest score. The Standard was the sole vendor who submitted to supply the services for Life, Accidental Death Dismemberment and Long-Term Disability. For the services of Flexible Spending Account, three (3) vendors responded with Anthem receiving the highest score. The recommendation of award is to award RFP 23-278 to Delta Dental, The Standard and Anthem for their respective areas.
- Financial Impact:** None
- Alternatives:** Deny - The decision to deny coverage will leave the city without coverage
- Recommendation:** Recommend Approval.
- Funds are available in the following accounts:** Funds are budgeted in 2024 benefits for all departments.
- REVIEWED AND APPROVED BY:** N/A