



City of  
**CROCKETT**  
Est. 1837  
Texas

# Benefits Blueprint

presented by:

**Nick Love, CPFA**

817-917-7213

[nlove@brinsonbenefits.com](mailto:nlove@brinsonbenefits.com)

**brinson**  
BENEFITS

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# proposal of services



Summary of Services	Implementation Date	Fee
Manage benefits RFP, carrier negotiations, & strategy	01/01/2024	<b>\$7,500/quarter</b>
Daily compliance support/access	01/01/2024	Included in fee
Customized employee materials and educational communication	04/01/2024	Included in fee
In person and/or virtual open enrollment support/employee meetings	04/01/2024	Included in fee
The Purple Card – Employee Advocate helpline	04/01/2024	Included in fee
Tele-Medicine with unlimited medical and behavioral health (optional)	04/01/2024	<b>\$7.50 P.E.P.M.</b>
Cobra administration (optional)	04/01/2024	<b>\$1,500 annually</b>
Customized benefits administration system	05/01/2024	Included in fee
Claims review and stewardship reporting	Semi-Annual	Included in fee

# RFP timeline



Date	Action
12/7	Census and Claims report request to Client
12/18	Census and claims report back to Brinson from Client
1/12	RFP / Bid to market
	Municipality only-Newspaper name: The Messenger
	Run Day: Thursday Jan 18 <sup>th</sup> and Thursday Jan 25 <sup>th</sup>
	Advertisement due to paper Jan 16 <sup>th</sup>
	Advertisement begins Jan 18 <sup>th</sup>
1/30	Formal Bid opening date (recorded zoom)
2/5	Initial Client Renewal Presentation
2/9	Finalist negotiations completed & best offers Client
2/13	Renewal decision made by Client
2/19	Presentation to Executive/Board/Committee/City Council (for Cities)/Court (for Counties)
	City Secretary PROVIDE DATE AND TIME
	City Council
2/15	First Draft of OE Guide will be delivered to client
2/19	Client sign off on OE Guide
2/21	Open enrollment begins
2/28	Elections back to HR
3/1	Completed Paperwork & Census to Carrier
4/1	Effective Date
4/15	Premium/ Rate Verification Audit