

Addendum #1



Project Information

Project Name:	F24-03-028
RFP Number:	Insurance Benefits Broker Services
Date:	April 11, 2024
Project Manager:	Deedra Serevin

Addendum Questions

Question #1	Given how long you've been with your current employee benefits consultant, why is the City out to bid?
Answer	As a combination of the pandemic and staff turnover, a bid process was not done. It is general practice of the City of Greeley to go out to bid, at minimum, every 5 years.
Question #2	Who is your current employee benefits consultant and how long have they been your consultant?
Answer	Shirazi benefits has been the benefits consultant since 1981.
Question #3	Confirm consulting services under this contract would begin July 1, 2024.
Answer	Yes
Question #4	Who will be on the selection committee (titles, not specific names)?
Answer	Benefits and Wellness Manager, Wellness Coordinator, Benefits Specialist, Interim Deputy Budget Director, Court Administrator, Deputy Police Chief, Deputy Public Works Director, Deputy Director of Utility, Deputy Fire Chief, Performance & Data Analytics Director.
Question #5	We see the City has 1,100 FT benefit eligible employees. How many are enrolled on the medical plans?
Answer	928
Question #6	Can you share information on which plans are self-funded and fully insured?
Answer	Fully insured: Stop Loss, Dental(Alpha), Vision, Life/AD&D, Long Term Disability, Voluntary Accident, Voluntary Hospital Indemnity, Pet, Legal; Self-Funded: Medical, Dental(Delta), HSA/FSA, Mental Health, Short Term Disability, Employee Clinic.
Question #7	Please describe your wellness program and any incentives offered to employees for engagement with the program.

Answer	Wellness ambassadors throughout all departments assist in program implementation as well as help create different programs to best serve those departments. Wellness offerings include discounted gym memberships, golf, league fees for employee team sports, no cost: department challenges/rewards, weight loss programs, yoga, fitness classes, massage chair, preventive screenings, flu shots, blood mobile drives, a variety of events throughout the year. The incentive program rewards participants with 8 hours of PTO annually if they complete a biometric screening/physical as well as a points based series of activities centering around 8 dimensions of wellness. In addition, we offer the ability to earn cash rewards when the employee participates in different events.
Question #8	We found the 2022 Employee Benefits Guide on your website. Can you share the 2024 guide?
Answer	https://communications.aleragroup.com/view/341154170/
Question #9	Scope item 4b on page 5 of the RFP mentions an onsite clinic. Can you provide more information about the clinic, services offered, utilization, etc.?
Answer	The onsite clinic has been in place for 8 years. The clinic offers no cost coverage for all preventive care and immunizations, some medications, and health coaching. In addition, acute care and lab work is offered at no charge for members of the Choice health plan and with a small copay for members on the High Deductible plan or not on a City plan. Spouse and children of the employee covered on a city health plan are also able to utilize the clinic. Employees can access care in-person or virtually. Utilization averages over 90%.
Question #10	Can you provide additional details regarding the "specific plans for disability and retirement for the Greeley Police Department and Greeley Fire Department" that are offered?
Answer	Sworn Police officers: Disability: employer paid short term disability, employer paid FPPA Death and Disability; PEHP: Employee paid post employment health plan with Nationwide; 401A pension with Principal: Employee 9.5%, Employer 10.5%; 2 voluntary 457 plans Sworn Firefighters: Disability: employer paid FPPA Death and Disability; PEHP: Employee paid post employment health plan with Nationwide; FPPA pension: Employee 12%, Employer 10%; 3 voluntary 457 plans.

<p>Question #11</p>	<p>We see the RFP indicates “resumes included as an appendix are not considered part of the 20 pages.” Given the other mandatory items which need to be included (see below), we are concerned 20 pages will not be enough to address the other aspects of the RFP and provide the City with enough information about our firm and our approach to delivering employee benefit consulting services. Would you be willing to increase the page limit, or, similar to how you’re handling the resumes, exclude the Exhibits from the page limit?</p> <ul style="list-style-type: none"> A.Cover letter B.Use of subcontractors/partners C.Minimum mandatory qualifications D.Company information E.Evaluation Criterion... <ul style="list-style-type: none"> • #1 -Company and Personnel Qualifications • #2-Approach to Scope of Work • #3 -Value/Cost F.Proposal Acknowledgement G.Certificate of Insurance H.Debarment Form
<p>Answer</p>	<p>Yes, the page limit has been changed from 20 pages to 75 pages (75 pages does not include resumes).</p>
<p>Question #12</p>	<p>For Evaluation Criterion #3 –Value/Cost, Please confirm it would be acceptable to the City if we provided an all-in comprehensive price to provide all the requested services.</p>
<p>Answer</p>	<p>Yes</p>