



Purchasing and Central Services

Monroe County, New York

Maggie Brooks
County Executive

Dawn C. Staub
Purchasing Manager

ADDENDUM NO: 1

RFP PROJECT: Dependent Eligibility Audit

DATE: March 30, 2012

PROPOSERS PLEASE NOTE:

The attached document contains the RFP clarifying questions and answers.

SIGN this Addendum below acknowledging receipt and understanding and INSERT in PROPOSAL packet.

PURCHASING & CENTRAL SERVICES

Dawn C. Staub

The undersigned proposer acknowledges receipt and understanding of Addendum No. 1 to the Third Party Administration of Dependent Eligibility Audit RFP.

_____, 2012
Date

Name of Company

Authorized Signature

Title

**Dependent Eligibility Audit
RFP Clarifying Questions and Answers**

Q1: Of the 6,093 current and former employees eligible for healthcare benefits, how many are enrolled in medical coverage? How many of those enrolled in medical coverage are single only? How many employees cover at least one dependent? Please provide current enrollment statistics by coverage tier and employment status (Active, Early Retiree and Retiree).

A1:

Total:	5,383			
Active	3,664		Retired	1,719
Family w/spouse	1,409		Family w/spouse	31
Two Person	796		Two Person	650
Family no spouse	215		Family no spouse	0
Single	1,244		Single	1,038

Two Person contracts may include the employee/retiree with a spouse or the employee/retiree with one child.

Q2: If participants with “Dental-Only” coverage will be included in this project, how many contracts will that add to the numbers provided in the response to question 1?

A2: Approximately 253 additional active employees with dental only insurance and another 578 retirees with dental only insurance.

Q3: What is the County’s average annual medical plan expenditure per dependent?

A3: Approximately \$7,100 per year in premiums is charged for a dependent.

Q4: Please confirm that the County offers a single, self-insured PPO medical plan to its employees.

A4: The County does not offer any self-insured PPO products. All our medical insurance programs are fully insured.

Q5: Is Monroe County fully insured or self-insured? If self-insured, what is the average cost of a dependent for medical coverage? If self-insured, what is the average cost of a dependent for dental coverage?

A5: The County is fully insured for medical and self-insured for dental. Our fully insured equivalent rates for the self-insured dental are \$37.10 for single and \$79.50 for family coverage (regardless of family size).

Q6: If fully insured, please provide monthly premiums/premium equivalent, by tier for all health and dental plans.

A6: See the four (4) attached rate sheets.

Q7: Does the County currently provide any employee benefits communications in a language other than English?

A7: No.

Q8: How is the County's plan year defined?

A8: It is defined as the calendar year.

Q9: What are the dates of the County's next annual enrollment period?

A9: Open Enrollment for the 2013 year will begin in November 2012 and conclude by mid December 2012.

Q10: What is the estimated percentage of County employees with internet access at work or at home?

A10: We do not have this information.

Q11: Does the policy of not allowing "double medical coverage" mean that Monroe County employees and/or their dependents who are enrolled in another employer health plan are ineligible to participate in the Monroe County plan?

A11: Yes, proof of medical coverage cancellation is required before Monroe County will process an employee's request for medical insurance for himself/herself or for any eligible family members.

Q12: Please clarify whether any of the following dependents are eligible: civil union/domestic partners, same sex marriage spouses, and disabled child dependents.

A12: Monroe County offers insurance to a legal spouse. Employees seeking coverage for a handicapped child must submit documentation to our health insurance carrier, which makes the determination on eligibility, subject to medical and other established criteria. If approved by our health insurance carrier, the handicapped child can also enroll in our plans.

Q13: Who provides the Health & Welfare administration? If outsourced, what vendor?

A13: The medical plans are fully insured and administered by Excellus Blue Cross and Blue Shield. Dental is administered by Health Economics Group.

Q14: Has a comprehensive audit ever been completed for the County? If yes, will the County share the results? When was the audit conducted?

A14: As stated in the RFP, the County has not performed a Dependent Eligibility Audit before.

Q15: What process in place to verify dependent eligibility? Who administers the County's verification process for newly added dependents? How long has the current process been in place?

A15: The Human Resources department has a long standing process of requesting documents from all employees seeking insurance, including proof of dependent eligibility (birth certificates, marriage certificates, etc.).

Q16: What is the desired start and completion date for this project? Would the County like to begin the project with an amnesty/voluntary drop phase?

A16: July 1, 2012 with a 90 day completion. An amnesty period of 10 days should be allowed.

Q17: Does the county have a working spouse rule i.e. spouse surcharge, exclusion/carve out program, etc.? If so: how many spouses are participating in the rule? How many spouses are currently enrolled in the plans? What is the county's average annual cost per dependent? If there is a surcharge, what is the monthly fee?

A17: There is no working spouse carve out program. If both spouses work for the County, there can be no duplicate coverage. They both may elect single coverage or one spouse may enroll the other spouse as a dependent on his/her plan.

Q18: Please confirm that we may submit our proposal in any format provided that it contains the requested information and we are not required to complete a specific RFP form.

A18: Respondents should follow the instructions in the RFP as outlined in Section 3, and include a response to each of the items in Sections 2.2 and 2.3. There is no specific form to complete.

Q19: Please confirm the role of "consultant" that you are requesting? Do you mean Dedicated Account Manager?

A19: Yes, that refers to a Dedicated Account Manager.

Q20: Will there be limitations on the employee data that we receive? For example, will phone numbers, mailing addresses, email addresses, etc. be provided?

A20: We will be providing only mailing addresses. We do not store e-mail addresses or phone numbers in our database.

Q21: How many different data sources will provide the enrollment data for this project? For example, medical payer, dental payer, retiree coverage provider etc. vs. one master file.

A21: We have a medical payer and a dental payer which may provide data separately.

Q22: Task 4 (fully-automated eligibility determinations), if narrowly defined, will result in significant numbers of eligible dependents being flagged as ineligible due to ambiguous documentation. Would Monroe County consider a revised approach which would combine capturing the key eligibility data attributes electronically, but then overlaying a professional review element to identify the cases where additional documentation is needed to clarify eligibility status.

A22: Yes, the County would consider this approach.

Q23: If a respondent does not meet all of the insurance requirements outlined in the RFP at the time the RFP response is submitted, but agrees to meet all of the requirements if selected to perform the project, is that acceptable?

A23: Yes, the respondent should include a statement confirming that they will meet all insurance requirements.

Q24: Can a respondent from a privately-held firm provide banking/third-party accounting references in lieu of financial statements?

A24: Yes, that is acceptable.

Q25: What is the main objective of conducting an audit? Fiduciary responsibility, to save money? Other reasons?

A25: Our chief responsibility is to use taxpayer dollars as efficiently as possible. We have a duty to combat fraud and waste and to take appropriate steps to ensure our insurance costs are only for those eligible to be enrolled, including the dependent population of our employees and retirees.

Q26: Does Monroe County have an average annual cost per dependent or some other value it would prefer used in the estimation of ROI for this project?

A26: No.

Q27: Can any offshore resources be utilized?

A27: Respondents should describe what aspects of the project would be completed offshore and what aspects would be completed in this country.

Q28: Regarding item #27, are all of your definitions of an eligible dependent the same across all plans? If no, how many variations?

A28: Children can remain on dental up to age 19, regardless of student status. Upon reaching age 19, the child must be a full time student in order to remain eligible. Coverage for the child then ends at age 23 or when no longer a full time student, whichever occurs first. Our medical plans offer insurance to children up to age 26 as per the federal mandate.

Q29: Who does Monroe County currently work with as a broker and/or consultant?

A29: Brown & Brown of New York, Inc.

Q30: Is the plan grandfathered?

A30: No, the plan was not grandfathered under the national health care guidelines that took effect in 2010 and 2011.

Q31: Is there a current anticipated spend/budget established for this project?

A31: No, Respondents should submit a proposal that includes their best possible pricing.

Q32: You specifically asked for NY State Public Sector clients. Are you also interested in our overall Public Sector (DEV) client experience?

A32: Yes, please provide both.

Q33: How important is the location of the organization vs. the experience and the qualifications?

A33: The experience and qualifications of the organization are more important than location. However, Local Office is one of the selection criteria.

Q34: Please weight these three criteria from a cost and cost savings perspective (1 indicating most important): cost guarantees (caps on cost); history of removal percentage and cost savings to other clients; projected ROI vs. cost; ROI as a percentage of savings?

A34: See the selection criteria in section 3.6.B of the RFP.

Q35: What are your top 3 criteria in selecting a partner?

A35: See the selection criteria in section 3.6.B of the RFP.

Q36: What is the decision process and the individuals (titles) involved in making the decision?

A36: See section 3.6.A of the RFP. The selection committee will be made up of County employees.

Q37: Do you feel any type of arrangement that financially incentivizes the selected DEV partner (i.e. payment on ROI percentage of savings) could potentially interfere with the objectivity and neutrality of the process and create a public relations concern with the County? If so why?

A37: No, we are looking for a vendor to identify those who are not eligible, the County will decide who can or can't remain on the plan.

Q38: How many vendors are you including in your evaluation? Which other vendors will you be including in your evaluation?

A38: There is no set number of vendors; the County will consider all proposals that are submitted in accordance with the rules of the RFP.

2012 BI-WEEKLY MEDICAL AND DENTAL DEDUCTION RATES FOR ELIGIBLE EMPLOYEES

Plan	Persons Covered	Premium Costs		CSEA, M&C, Elected Officials & Legislative Staff				Federation of Social Workers			
		Annual	Monthly	COBRA	Hired Before 1986	Hired 1/1/86 - 4/14/05 *	Hired on or after 4/15/05**	Hired Before 1986	Hired After 1/1/86 - 12/31/05	Hired on or after 1/1/06	Hired on or after 1/1/06
Blue Point 2 Value pkg# 067	Single	\$4,683.96	\$390.33	\$398.14	\$7.81	\$7.81	\$29.27	\$7.81	\$7.81	\$97.58	\$7.81
	Sponsor Two Person	\$10,807.68	\$900.64	\$918.65	\$18.01	\$18.01	\$67.55	\$18.01	\$18.01	\$225.16	\$18.01
	Family	\$12,465.96	\$1,038.83	\$1,059.61	\$20.78	\$20.78	\$77.91	\$20.78	\$20.78	\$259.71	\$20.78
	Family No Spouse	\$11,840.52	\$986.71	\$1,006.44	\$19.73	\$19.73	\$74.00	\$19.73	\$19.73	\$246.68	\$19.73
Blue Point 2 Select 1 pkg# 066	Single	\$5,466.48	\$455.54	\$464.65	\$9.11	\$18.22	\$61.88	\$14.24	\$18.22	\$113.89	\$34.17
	Sponsor Two Person	\$12,613.32	\$1,051.11	\$1,072.13	\$21.02	\$42.04	\$142.78	\$32.85	\$42.04	\$262.78	\$78.83
	Family	\$14,548.68	\$1,212.39	\$1,236.64	\$24.25	\$48.50	\$164.69	\$37.89	\$48.50	\$303.10	\$90.93
	Family No Spouse	\$13,818.84	\$1,151.57	\$1,174.60	\$23.03	\$46.06	\$156.43	\$35.99	\$46.06	\$287.89	\$86.37
Blue Point 2 Select 2 pkg# 064	Single	\$5,109.84	\$425.82	\$434.34	\$8.52	\$17.03	\$47.02	\$13.31	\$17.03	\$106.46	\$106.46
	Sponsor Two Person	\$11,790.48	\$982.54	\$1,002.19	\$19.65	\$39.30	\$108.50	\$30.70	\$39.30	\$245.64	\$245.64
	Family	\$13,599.48	\$1,133.29	\$1,155.96	\$22.67	\$45.33	\$125.14	\$35.42	\$45.33	\$283.32	\$283.32
	Family No Spouse	\$12,917.16	\$1,076.43	\$1,097.96	\$21.53	\$43.06	\$118.86	\$33.64	\$43.06	\$269.11	\$269.11
Traditional pkg# 010	Single	\$13,508.16	\$1,125.68	\$1,148.19	\$22.51	\$84.43	\$396.95	\$35.18	\$67.54	\$281.42	\$281.42
	Family	\$27,709.56	\$2,309.13	\$2,355.31	\$46.18	\$173.18	\$713.06	\$72.16	\$138.55	\$577.28	\$577.28
Dental	Single	\$445.20	\$37.10	\$37.84	\$0.33	\$0.33	\$0.33	\$0.33	\$0.33	\$0.33	\$0.33
	Family	\$954.00	\$79.50	\$81.09	\$0.82	\$0.82	\$0.82	\$0.82	\$0.82	\$0.82	\$0.82

* Hire date for Elected Officials and Legislative Staff is 1/1/86 to 12/31/05

** Hire date for Elected Officials and Legislative Staff is on or after 1/1/06

No Rate Increase in 2012 - Same Rates as 2011

2012 BI-WEEKLY MEDICAL AND DENTAL DEDUCTION RATES FOR SWORN STAFF

Plan	Person(s) Covered	Premium Cost		Sheriff Command & Executive Staff & PBA		MC DSA		IAFF & MCLEA		
		Annual	Monthly	Hired before 1/1/06	Hired on or after 1/1/06	Hired before 9/1/2006	Hired on or after 9/1/2006	Hired before 1/1/07	Hired on or after 1/1/07	
		COBRA		Employee Bi-Weekly Medical Deductions						
Base Plan	Single	\$4,683.96	\$390.33	\$398.14	\$50.00	\$65.00	\$50.00	\$65.00	\$50.00	\$65.00
Blue Point 2 Value pkg. #067	Sponsor Two Person	\$10,807.68	\$900.64	\$918.65	\$50.00	\$65.00	\$50.00	\$65.00	\$50.00	\$65.00
	Family	\$12,465.96	\$1,038.83	\$1,059.61	\$50.00	\$65.00	\$50.00	\$65.00	\$50.00	\$65.00
	Family No Spouse	\$11,840.52	\$986.71	\$1,006.44	\$50.00	\$65.00	\$50.00	\$65.00	\$50.00	\$65.00
Buy Up	Single	\$5,354.76	\$446.23	\$455.15	\$77.95	\$92.95	\$77.95	\$92.95	\$77.95	\$92.95
Healthy Blue Co-pay pkg. #180	Sponsor Two Person	\$12,333.48	\$1,027.79	\$1,048.35	\$113.58	\$128.58	\$113.58	\$128.58	\$113.58	\$128.58
	Family	\$14,212.56	\$1,184.38	\$1,208.07	\$122.78	\$137.78	\$122.78	\$137.78	\$122.78	\$137.78
	Family no Spouse	\$13,510.44	\$1,125.87	\$1,148.39	\$119.58	\$134.58	\$119.58	\$134.58	\$119.58	\$134.58
Healthy Blue	Single	\$3,881.28	\$323.44	\$329.91	\$50.00	\$65.00	\$50.00	\$65.00	\$50.00	\$65.00
Health Savings Account* pkg# 181	Sponsor Two Person	\$8,939.64	\$744.97	\$759.87	\$50.00	\$65.00	\$50.00	\$65.00	\$50.00	\$65.00
	Family	\$10,301.64	\$858.47	\$875.64	\$50.00	\$65.00	\$50.00	\$65.00	\$50.00	\$65.00
	Family No Spouse	\$9,792.72	\$816.06	\$832.38	\$50.00	\$65.00	\$50.00	\$65.00	\$50.00	\$65.00
Dental	Single	\$445.20	\$37.10	\$37.84	0.33	0.33	0.33	0.33	0.33	0.33
	Family	\$954.00	\$79.50	\$81.09	0.82	0.82	0.82	0.82	0.82	0.82

Note* The County funds \$1040 towards the Single Deductible and \$2080 towards the Family Deductible for the Health Savings Account.

2012 BI-WEEKLY MEDICAL AND DENTAL DEDUCTION RATES FOR DEPARTMENT HEADS AND M&P						
Plan	Person(s) Covered	Premium Cost			Hired before 1/1/06	Hired on or after 1/1/06
		Annual	Monthly	COBRA		
Healthy Blue Co-pay pkg #180	Single	\$5,354.76	\$446.23	\$455.15	\$22.31	\$44.62
	Sponsor Two Person	\$12,333.48	\$1,027.79	\$1,048.35	\$51.39	\$102.78
	Family	\$14,212.56	\$1,184.38	\$1,208.07	\$59.22	\$118.44
	Family No Spouse	\$13,510.44	\$1,125.87	\$1,148.39	\$56.29	\$112.59
Healthy Blue	Single	\$3,881.28	\$323.44	\$329.91	\$8.09	\$32.34
Health Savings Account* pkg# 181	Sponsor Two Person	\$8,939.64	\$744.97	\$759.87	\$18.62	\$74.50
	Family	\$10,301.64	\$858.47	\$875.64	\$21.46	\$85.85
	Family No Spouse	\$9,792.72	\$816.06	\$832.38	\$20.40	\$81.61
Dental	Single	\$445.20	\$37.10	\$37.84	0.33	0.33
	Family	\$954.00	\$79.50	\$81.09	0.82	0.82

Note* The County funds \$900 towards the Single Deductible or \$2500 towards the Family Deductible for the Health Savings Account

No Rate Increase in 2012 - Same Rates as 2011

2012 BI-WEEKLY MEDICAL AND DENTAL DEDUCTION RATES FOR IUOE EMPLOYEES									
Plan	Person(s) Covered	Premium Cost			COBRA	IUOE			
		Annual	Monthly	Hired before 1/1/09		Hired on or after 1/1/09			
Base Plan	Single	\$4,683.96	\$390.33	\$398.14	\$23.42	Employee Bi-Weekly Deductions			
Blue Point 2 Value pkg. #067	Sponsor Two Person	\$10,807.68	\$900.64	\$918.65	\$54.04	\$67.55	\$29.27		
	Family	\$12,465.96	\$1,038.83	\$1,059.61	\$62.33	\$77.91			
	Family No Spouse	\$11,840.52	\$986.71	\$1,006.44	\$59.20	\$74.00			
Buy Up Healthy Blue PPO	Single	\$5,354.76	\$446.23	\$455.15	\$51.37	\$57.22			
	Sponsor Two Person	\$12,333.48	\$1,027.79	\$1,048.35	\$117.61	\$131.12			
	Family	\$14,212.56	\$1,184.38	\$1,208.07	\$135.10	\$150.69			
	Family No Spouse	\$13,510.44	\$1,125.87	\$1,148.39	\$128.78	\$143.58			
Healthy Blue Health Savings Account *	Single	\$3,881.28	\$323.44	\$329.91	\$19.41	\$24.26			
	Sponsor Two Person	\$8,939.64	\$744.97	\$759.87	\$44.70	\$55.87			
	Family	\$10,301.64	\$858.47	\$875.64	\$51.51	\$64.39			
	Family No Spouse	\$9,792.72	\$816.06	\$832.38	\$48.96	\$61.20			
Dental	Single	\$392.16	\$32.68	\$33.33	\$0.33	\$0.33			
	Family	\$896.04	\$74.67	\$76.16	\$0.82	\$0.82			
* County is funding \$1040 towards the Single Deductible and \$2080 towards the Family Deductible for the Health Savings Account									