

REQUEST FOR PROPOSAL “RFP” NO. PS20170443
GROUP BENEFITS ADMINISTRATION

QUESTIONS AND ANSWERS NO. 1

ISSUED ON May 9, 2017

Q1	I don't see any retirees in the employee census you sent? Is that correct? There are no retired city members covered under your program?
A1	There are no retired city members covered for health and dental benefits -- this coverage is provided by the Municipal Pension Plan directly. The City does provide a \$1,000 life insurance benefit for retirees of certain employee groups, as outlined in the life insurance section.
Q2	The phase two appendices - 7,8,10 and 11 say intentionally deleted on the list? Are those re-named somewhere else, or do they not form part of the RFP? Do we need to worry about those?
A2	Phase 2 Appendices 7,10 & 11 have been intentionally deleted and are not part of the RFP. No action is required for these sections. Appendix 8 - PERSONAL INFORMATION CONSENT FORM(S) has not been deleted and appears in the RFP document. Proponents should complete Appendix 8. The misprint will be corrected in AMD2.
Q3	It looks like you have budgeted monthly, (level sin/fam rates) for your program under Pac BC, under an ASO funding model. Our firm can quote providing level sin/fam rates on a budgeted ASO basis, or we can provide the retention and expense factors, for which they could be determined. I wasn't sure if you are working with a consultant that may do that. Some of the consultants we work with perform that task and we just provide those retention/expense factors to them. Please confirm.
A3	For this RFP please provide retention and expense factors only. If awarded the contract, the City would like the successful proponent to annually calculate the single/family rates by division for our budgeting purposes.