



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-1212, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 6, 2018

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Report on advertisement of Request for Proposal 19-RFP-03 Benefits Consulting Services, estimated cost \$185,000.00, Account 101-25000-612430, Requisition 1506535

Dear Sir:

Request for Proposal documents have been prepared for provider benefits consulting services at the request of the Human Resources Department.

The purpose of this contract is to select a vendor to provide benefits consulting and actuarial services related to the following: development, technical evaluation and scoring of proposals for the District's medical, pharmacy, dental and vision benefits programs; on-going regulatory compliance support related to health care reform and other legislative initiatives; creditable coverage attestation; benefits analysis and modeling for use during collective bargaining; benefits audit services; and analysis and input related to cost management strategies for the District's benefits programs. This professional services contract will cover the period from July 1, 2019 through June 30, 2023. Please note, the contract period has been extended to four years for this contract period only. This is being done in an effort to move the contract off-cycle from the health insurance contracts these consulting services support. This will eliminate the possibility that the benefits consultant will change in the middle of the development and scoring of the Request for Proposals for the health insurance contracts. Future contracts will be for the standard three-year period.

The estimated cost for this contract is \$185,000.00. The estimated 2019, 2020, 2021, 2022 and 2023 expenditures are \$14,000.00, \$39,000.00, \$29,000.00, \$89,000.00 and \$14,000.00 respectively.

No bid deposit is required for this request for proposal.

The Diversity Section reviewed the request for proposal and concluded that Appendix A should be included in this contract. The Affirmative Action Goals will be 5% Minority Business Enterprises (MBE) and/or Women Business Enterprises (WBE) and 5% Small Business Enterprises (SBE).

The tentative schedule for this contract is as follows:

| | |
|--------------------|-------------------|
| Advertise | January 23, 2019 |
| Proposals Received | February 22, 2019 |
| Award | May 16, 2019 |
| Completion | June 30, 2023 |

Funds are being requested in 2019, 2020, 2021, 2022 and 2023 in Account 101-25000-612430, and are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Beverly K. Sanders, Director of Human Resources, BKS:JEF:BSM

Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management