



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 21-0132, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 18, 2021

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to advertise Contract 21-RFP-05 Vision Plan Administrator, for a three-year period, effective January 1, 2022 to December 31, 2024, Account 101-25000-601250

Dear Sir:

Request for Proposal documents are being prepared for a plan administrator for the District vision benefit plan.

The purpose of this contract is to select a qualified carrier to administer the District vision plan that is offered to employees as part of the health insurance benefits. The vendor will be responsible for all aspects of plan administration and compliance. The District is seeking a vision plan that mirrors the current plan design. The vision plan is a separate, stand-alone benefit within the health insurance program. All employees enrolling in one of the District medical plans receive the vision coverage. Contributions for vision coverage are included in the health insurance deductions. This vision plan contract will cover the period from January 1, 2022 through December 31, 2024.

No bid deposit is required for this request for proposal.

The Diversity Section reviewed the request for proposal and concluded that the contract does not provide practical opportunities for subcontracting. The estimated cost of these services is \$183,000.00. This includes an estimate of \$166,000.00 in provider claims expense and an estimate of \$17,000.00 in administrative fees. The claims expenses are not applicable because the District cannot control the providers employees utilize for vision services. Since the estimated cost of administrative fees are \$17,000.00, the Affirmative Action participation goals do not apply. As such, Appendix A and Appendix V will not be included.

The tentative schedule for this contract is as follows:

Advertise	March 10, 2021
Proposals Received	April 9, 2021
Award	July 15, 2021
Completion	December 31, 2024

Funds will be requested for 2022, 2023, and 2024 in Account 101-25000-601250, and are contingent on the Board of Commissioners' approval of the District's budget for those years.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 21-RFP-05.

Requested, Beverly K. Sanders, Director of Human Resources, BKS:JEF
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for February 18, 2021

Attachment