

RFP 22-0002

AL PEEHIP REQUEST FOR PROPOSAL FOR HEALTHCARE FLEXIBLE SPENDING ACCOUNTS (HEALTH FSA)
AND DEPENDENT CARE REIMBURSEMENT ACCOUNT (DCRA) PROGRAMS

Through the issuance of this Request for Proposal (“RFP” and/or “Proposals”) the Public Education Employees' Health Insurance Plan (PEEHIP) is soliciting Proposals from qualified Bidders that can provide administration services for Healthcare Flexible Spending Accounts (Health FSA) and Dependent Care Reimbursement Account (DCRA) programs. The effective date for these plans is October 1, 2022. If interested and able to meet the requirements, PEEHIP appreciates and welcomes your offer.

In order to participate in this procurement, follow the process below:

Go to <http://www.proposaltech.com/home/app.php/register>. Enter your email address into the field provided. No registration code is necessary. Click “Begin Registration.” If you already have an account with Proposal Tech it will be listed on the registration page, if you do not, you will be asked to provide company information. Once your account has been confirmed, check the appropriate box for the RFP you are registering for and click the “Register” button. An invitation will be mailed to you within fifteen minutes. If you have any questions regarding the registration process, contact Proposal Tech Support at 877-211-8316 x84.

If you have questions about accessing this RFP, please contact Jennifer Slutzky at jslutzky@segalco.com

The contract term is for a three-year period beginning October 1, 2022. There will not be an extension of the contract period.

PEEHIP reserves the right to award any service in whole or in part, if proposals suggest that doing so would be in PEEHIP's best interest. PEEHIP also reserves the right to issue multiple awards, no award or cancel or alter the procurement at any time. In addition, PEEHIP reserves the right to extend the proposed RFP period, if needed. Proposals will not be awarded based simply on lowest cost as PEEHIP recognizes that factors other than cost are important to the ultimate selection of the administrator or administrators of their benefit plans.

Based on the results of the evaluation, PEEHIP will award the contract to the most advantageous Bidder, based on the evaluation cost and capability factors set forth in the RFP. Any contract awarded hereunder shall be subject to the approval of the PEEHIP Board of Control and all appropriate PEEHIP and governmental officials in accordance with applicable state laws and regulations.

Each proposal shall be evaluated in accordance with the selection criteria and other relevant factors listed below:

- Value of the benefit plans and services, taking into consideration the requirements of the RFP, proposed services and any "value added" terms, conditions and service levels
- Cost of the proposed benefits and/or services
- Qualifications of the firm including financial capacity, staffing, and availability of staff to work with PEEHIP during Open Enrollment
- Bidder's experience with the appropriate plans; commitment to such plans; experience offering such plans to public sector employers
- Bidder's ability to educate and communicate with program participants

- Bidder's ability to minimize enrollee disruption

All Bidders must meet the general conditions set forth in this RFP and are asked to respond only to the specific questions asked.