

Purchasing Office
191 South East St
Frederick, Maryland 21701
301-644-5209 phone
301-644-5213 fax



Stephen P. Starmer, C.P.M., CSBA,
Purchasing Manager
**Kim Miskell, Assistant Purchasing
Manager**
Billie Laughland, Buyer Specialist
Bill Meekins CPPB, CPCP, Buyer Specialist

January 9, 2017

ADDENDUM 3
RFP 17MISC5, Dental Insurance Benefits

REVISED DUE DATE: January 17, 2017 at 2:00 P.M.

Please be advised of the following additions, clarifications, corrections, and answers to certain questions raised referencing the original proposal package.

1. Please find attached FCPS responses that were inadvertently omitted from Addendum 2.

Sincerely,

Kim Miskell

Kimberly Miskell
Assistant Purchasing Manager
kimberly.miskell@fcps.org

KM/kl

Attachment: FCPS responses (2 pages)

cc: Penny Opalka, Senior Manager Human Resources, Employee Benefits
Bid File

RFP 17MISC5, Dental Insurance Benefits Addendum 3

FCPS Responses:

2. The General Requirements section states the following regarding the letter of transmittal: “The letter of transmittal accompanying the submittal shall be signed by the person or persons required and authorized to legally bind the firm to the submittal and shall specifically state that the firm shall complete all services set forth in the requirements within the proposed time limits to the satisfaction of FCPS. **Any justification or explanatory materials relevant to your submittal and/or requirements shall be set forth in this letter.** The letter shall be concise and need not repeat any of the detailed information set forth in your submittal.”

Is FCPS requesting that any deviations/clarifications be provided as part of the letter of transmittal? If so should they still be provided in a separate section titled “Deviations to Specifications” as outlined in another part of the proposal? Please confirm.

Deviations from the specifications will not be accepted.

4. How long has FCPS been with the current dental carrier?

Since FY2006

5. Are there specific concerns (e.g., Administrative Capabilities, Growth, Network, etc.) with the current dental plan?

There are no concerns with current provider. FCPS is required to rebid when the bid comes up for complete renewal.

7. In addition to a match of the in-force Standard and Buy-up plans, would FCPS be interested in a lower-cost, in-network only supplemental plan for its members?

Not at this time as we would have to renegotiate this with the union.

13. Do those opting out of coverage receive any additional money as an incentive to opt-out (besides the employee's contribution)?

No they do not.

21. Are both active and retiree benefits plan designs on a calendar year basis?

Plans are on a July 1st through June 30th Plan Year.

24. How often does FCPS offer an open enrollment?

Annually. Open enrollment is held October for Jan 1 for Retiree's and in May for July 1 for active employee.

28. Is the plan funding employer sponsored or 100% voluntary? If Employer sponsored what percentage does the ER contribute to the respective plans?

Employee only is 100% covered. Employees must pay the dependent share. Retirees must pay the full cost of dental.

35. Please clarify what is expected for the Implementation Kits noted in the Performance Guarantee grid. May we see a sample of the current kits?

This is part of the competitive process and each presenter needs to provide the package they would consider as part of their implementation product.

36. Please explain the current enrollment process and what is expected of the carrier going forward.

We currently send an electronic file to the carrier and receive back a confirmation file or a file if there are discrepancies that need to be worked. Occasionally we must enroll employees manually if there is an urgent or immediate need.