



## BoardDocs Cover Page

(Due to final Cabinet-level approval on Monday at noon, 2+ weeks prior to BOE meeting date)

Meeting Date:	February 12, 2020	
Agenda Session: (Category)	<input checked="" type="checkbox"/> Work Session (Bids, former F&F items, etc.) <input type="checkbox"/> Closed <input type="checkbox"/> Regular, Preliminary Items (System Recognitions)	<input type="checkbox"/> Regular, Action/Consent <input type="checkbox"/> Board Items <input type="checkbox"/> Public Hearing
Title (Subject):	RFP 20MISC4, Affordable Care Act (ACA) Workforce Tracking & Reporting Solutions	
Access:	<input type="checkbox"/> Private	<input checked="" type="checkbox"/> Public
Type:	<input type="checkbox"/> Business Item <input type="checkbox"/> Policy Item <input type="checkbox"/> Strategic Plan Item <input type="checkbox"/> System Recognition <input checked="" type="checkbox"/> Action (e.g., bids, action/consent items) <input type="checkbox"/> Consent (e.g., staffing, policies, grants over \$25k)	<input type="checkbox"/> Information (e.g., grants under \$25k) <input type="checkbox"/> Discussion <input type="checkbox"/> Minutes <input type="checkbox"/> Report <input type="checkbox"/> Special Agenda Type <input type="checkbox"/> Procedure
Aspirational Goals: (May select multiple)	<input type="checkbox"/> 1-Student Achievement <input type="checkbox"/> 2-Effective and Engaged Staff <input checked="" type="checkbox"/> 3-Resource Allocation	<input type="checkbox"/> 4-Family and Community Involvement <input type="checkbox"/> 5-Health and Safety
Recommended Action:	Board approval of RFP 20MISC4, Affordable Care Act (ACA) Workforce Tracking & Reporting Solutions	
Backup Documents:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, how many? _____ Is one a PowerPoint (PPT): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Submitted: <input checked="" type="checkbox"/> Herewith <input type="checkbox"/> Later <input type="checkbox"/> Both Comment: _____
<b>Immediately following receipt of an email confirmation that this item has been approved by the Superintendent, the person posting this item to BoardDocs is responsible for emailing the approved PPT to <a href="mailto:jeremy.eccard@fcps.org">jeremy.eccard@fcps.org</a> and <a href="mailto:kelly.gordon@fcps.org">kelly.gordon@fcps.org</a>.</b>		

**PURPOSE OF PRESENTATION:** Staff has reviewed the attached contract and recommends approval by the Board of Education of Frederick County.

**BACKGROUND/SUMMARY:** This recommendation is to establish a contract with a qualified firm to provide management services in regards to workforce tracking, reporting solutions, IRS form preparation and distribution, and employment verification, as it relates to the Affordable Care Act.

**PRESENTER(S) & TITLE(S):**

Bill Meekins CPPB, CPPO, CSBO, CPCP, Purchasing Agent  
 Donna Clabaugh, Senior Manager, Employee Benefits

**SUBMITTED BY:**

Kerrie Koopman CPPB, CPPO, Purchasing Manager  
 Leslie R. Pellegrino, Chief Financial Officer

**RFP 20MISC4**  
**AFFORDABLE CARE ACT (ACA) WORKFORCE TRACKING AND REPORTING SOLUTIONS**

**FACT SHEET**

A. **Overview:** This recommendation is to establish a contract with a qualified vendor to provide software for ACA tracking and reporting. Sealed proposals were received on January 7, 2020

1. **RFP participation:**

474 companies notified  
2 companies submitted a proposal

2. **Proposals were received from:**

Omni Financial Group, Inc. (Rochester, NY)  
**TALX Corporation dba Equifax Workforce Solutions (St. Louis, MO)**

3. **Other facts:**

- This contract shall be effective from April 1, 2020 through March 31, 2025. The contract may be renewed for one additional five-year term at the discretion of the Board of Education with all terms and conditions of the original contract unchanged.
- The employer shared responsibility provision of The Health Care Reform Act, requires that large employers offer adequate and affordable health insurance to full-time employees (30 hours or more). This solution will provide the Human Resource Department the ability to track all current and future employees in order to be compliant to the law.
- The contract will be administered by Donna Clabaugh, Senior Manager, Employee Benefits.

4. **Source of funding:** Funding for the recommended ACA tracking and reporting is through the Board's self-insurance fund (50), which will continue to be funded by the Board of Education and employee/retiree contributions.

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B. **Recommendation:** Staff recommends that RFP 20MISC4, Affordable Care Act (ACA) Workforce Tracking and Reporting Solutions, be awarded to TALX Corporation dba Equifax Workforce Solutions, of St. Louis, MO, per the attached Evaluation Scoring Summary and Cost Tabulation.

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C. **Action taken by the Board (Purchasing use only):**

<u>BM/mg</u> Approved	_____ Denied	_____ Deferred	_____ Other	02.12.20 BOE Mtg
<u>2.12.20</u> Date	_____ Date	_____ Date	_____ Date	BM/mg

**RFP 20MISC4, Affordable Care Act (ACA) Workforce Tracking Reporting Solutions  
Scoring Summary**

<b>VENDOR</b>	<b>Technical Score Average -60 points max.</b>	<b>Cost Score</b>	<b>TOTAL SCORE</b>
<b><u>Omni Financial Group, Inc</u></b>	37.0	11	<b>48.0</b>
<b><u>TALX Corporation dba Equifax Workforce Solutions</u></b>	54.3	40	<b>94.3</b>

**RFP 20MISC4 Affordable Care Act (ACA) Workforce Tracking Reporting Solutions  
Cost Tabulation**

	<u>OMNI Financial</u> <u>Group</u>	<u>Yearly Totals - Omni</u> Based on estimated 8600 employees	<u>TALX (Equifax Workforce</u> <u>Solutions)</u>	<u>Yearly Totals - TALX</u> Based on estimated 8600 employees	
<b>I. ACA Management Software</b>					
Implementation Cost	\$0.00		\$0.00		
Year 1- Monthly Rate Per Employee	\$ 1.50	\$ 154,800.00	\$ 0.2375	\$ 24,510.00	
Year 2-Monthly Rate Per Employee	\$ 1.50	\$ 154,800.00	\$ 0.2400	\$ 24,768.00	
Year 3-Monthly Rate Per Employee	\$ 1.50	\$ 154,800.00	\$ 0.2425	\$ 25,026.00	
Year 4-Monthly Rate Per Employee	\$ 1.50	\$ 154,800.00	\$ 0.2450	\$ 25,284.00	
Year 5-Monthly Rate Per Employee	\$ 1.50	\$ 154,800.00	\$ 0.2475	\$ 25,542.00	
<b>II. ACA Tax Form Services</b>					
1094-C Transmittal Services - Annual Fixed Fee	\$0.00	\$0.00	\$ 5,000.00	\$25,000.00	(5 year total)
1095-C Fullfillment Service (Electronic) - Per Form Fee	\$0.00	\$0.00	\$ 0.90	\$38,700.00	(5 year total)
1095-C Print Service (Cost for Shipping/Postage)- Per Form Fee	\$0.00	\$0.00	at cost	\$16,750.00	(estimated based on previous billing) over 5 years
<b>III. Employment Verification</b>					
Annual Fee	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total over 5 Years</b>		\$774,000.00		\$205,580.00	