

RFP 20MISC7
FLEXIBLE SPENDING ACCOUNT ADMINISTRATION

FACT SHEET

A. **Overview:** This recommendation is to establish a contract with a qualified firm for the administration of flexible spending account (FSA) for benefited, full time Frederick County Public Schools (FCPS) employees and their dependents. Proposals were received on February 6, 2020.

1. **Proposal participation:**

35 proposals downloaded
companies submitted proposals

2. **Proposals were received from:**

American Fidelity Assurance Company (Oklahoma City, OK)
Benefit Strategies, LLC (Germantown, MD)
Connect Your Care, LLC (Hunt Valley, MD)
PBMA, LLC dba Corporate Coverage TPA (Towson, MD)
Discovery Benefits, LLC (Fargo, ND)
National Benefit Service Center (Maitland, FL)
Optum Health Financial Services, Inc. (Eden Prairie, MN)
Total Administrative Services Corporation (TASC) (Madison, WI)
WageWorks, Inc. (Draper, UT)

3. **Other Facts:**

- This benefit allows FCPS employees to allocate money to pay for qualifying medical and dependent care expenses with pre-tax dollars.
- The contract term will be effective from July 1, 2020 through June 30, 2023, with two additional one-year renewal options available.
- Bid proposals received from American Fidelity Assurance Company and National Benefit Service Center were considered non-responsive as their proposals mentioned their partnership and included an unacceptable qualifier. They wanted to provide FSA services in return for offering three Voluntary Benefits plans that was not a part of this RFP.
- FCPS utilized the services of our employee benefit-consulting firm, Trion, to assist with the preparation of bid specifications and the evaluation of the received proposals.
- Selection is based on the total score of each vendor's technical and cost proposal
- This recommendation has been reviewed and approved by the Insurance Council, which consists of members from FCPS, Frederick County Teachers Association (FCTA), Frederick Association of School Support Employees (FASSE) and Frederick County Administrative and Supervisory Association (FCASA).
- The contract will be administered by Donna Clabaugh, Senior Manager Benefits and Wellness, Human Resources.

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

B. **Recommendation:** Staff recommends that RFP 20MISC7, Flexible Spending Account Administration, be awarded to Discovery Benefits of Fargo, ND, at a rate of \$2.45 per participant per month with an estimated annual cost of \$26,851.

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

_____ Approved	_____ Denied	_____ Deferred	_____ Other	KM/ab
_____ Date	_____ Date	_____ Date	_____ Date	BOE Meeting: 04.08.20

**Flexible Spending Account (FSA) Administration
RFP 20MISC7
Scoring Summary**

	Technical Score (50 Max)	Fee Score (50 Max)	Total Score
Discovery Benefits	50.00	48.93	98.93
Benefit Strategies	47.71	50	97.71
TASC	43.49	48.11	91.60
Optium	48.77	42.45	91.22
WageWorks	44.55	42.45	87.00
Corporate Coverage TPA	34.51		
ConnectYourCare	33.45		
American Fidelity	0		
National Benefit Services Center	0		