

RFP 18MISC3
EMPLOYEE BENEFIT CONSULTING SERVICES
(RENEWAL)

FACT SHEET

A. **Overview:** This recommendation is to renew the contract to assist Frederick County Public Schools (FCPS) in the management of its employee health and welfare programs.

1. **Other Facts:**

- The contract renewal term will be effective from November 1, 2022 through October 31, 2023, with two additional one-year renewal options available.
 - The consultant provides:
 1. Full service consulting which includes analytical and strategic consulting services on an ongoing basis for FCPS's group health and welfare benefit plans. These services will include the standard services such as comprehensive underwriting, premium rate setting, benchmarking, and assistance with RFP preparation, development and evaluation.
 2. A comprehensive approach in reviewing plan utilization with the use of data warehousing and special underwriting programs to help develop a multi-year strategy in assisting FCPS in making informed decisions. Their full-service programs will include assistance to ensure compliance with state and federal laws, healthcare reform, wellness knowledge and support.
 3. Resources to assist with educating and engaging employees, developing employee communications, and summary plan booklets.
 - Pricing for the renewal term remain unchanged.
 - 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 Sarah Minnick, Senior Manager, Employee Benefits.
2. **Source of Funding:** Funding for Employee Benefit Consulting Services 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 18MISC3, Employee Benefit Consulting Services, be renewed to Trion Group, King of Prussia, PA, at an estimated annual cost of \$187,000. If additional work beyond the original bid scope of work is needed, the hourly rates will apply.

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

<u>KM/mg</u> Approved	_____ Denied	_____ Deferred	_____ Other	KM/mg
<u>9.28.22</u> Date	_____ Date	_____ Date	_____ Date	BOE Meeting: 09.28.22

RFP 18MISC3, EMPLOYEE BENEFIT CONSULTING SERVICES
SUMMARY OF RENEWAL

Hourly Labor Rates:	Trion	
Sr. Vice President	\$	300.00
Sr. Consultant	\$	300.00
Consultant	\$	250.00
Sr. Analyst	\$	200.00
Analyst	\$	150.00
Administration	\$	100.00
Average Hourly Rate	\$	216.67