

**RFP 20MISC7**  
**FLEXIBLE SPENDING ACCOUNT ADMINISTRATION**  
**(RENEWAL)**

**FACT SHEET**

A. **Overview:** This recommendation is to renew the contract for the administration of the Flexible Spending Account (FSA) for benefited, full time Frederick County Public Schools (FCPS) employees and their dependents.

1. **Other Facts:**

- The contract renewal term will be effective from July 1, 2023 through June 30, 2024, with one additional one-year renewal option available.
- This benefit allows FCPS employees to allocate money to pay for qualifying medical and dependent care expenses with pre-tax dollars.
- The rates 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 Benefits and Wellness, Human Resources.

2. **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.

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B. **Recommendation:** Staff recommends that RFP 20MISC7, Flexible Spending Account Administration, be renewed to WEX, at a rate of \$2.45 per participant per month with an estimated annual cost of \$34,604.

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

<input checked="" type="checkbox"/> _X_ Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Deferred	<input type="checkbox"/> Other	KM/sg
06.14.23_Date	<input type="checkbox"/> Date	<input type="checkbox"/> Date	<input type="checkbox"/> Date	BOE Meeting: 06.14.23