

RFP 18MISC3
EMPLOYEE BENEFIT CONSULTING SERVICES
(RENEWAL)

FACT SHEET

A. **Overview:** This recommendation is to renew the consulting services contract that will 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, 2024 through October 31, 2025, with no renewal options remaining.
 - 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 remains 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, Human Resources.
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 of Frederick County and employee/retiree contributions.

B. **Recommendation:** Staff recommends that RFP 18MISC3, Employee Benefit Consulting Services, be renewed to Trion Group, at an annual cost of \$187,000. If additional work beyond the original bid scope of work is needed, the hourly rates on the attached summary of award will apply.

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

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Deferred	<input type="checkbox"/> Other	KM/sg
10.09.24 Date	<input type="checkbox"/> Date	<input type="checkbox"/> Date	<input type="checkbox"/> Date	BOE Meeting: 10.09.24

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