

# MANATEE COUNTY GOVERNMENT INTENT TO NEGOTIATE

|                                  |  |                                       |   |
|----------------------------------|--|---------------------------------------|---|
| <b>SUBJECT</b>                   | Supplemental Medical Insurance for Manatee County Retirees | <b>DATE POSTED</b>                    | MC ✓ SE 2/28/14<br>DS ✓ SE 2/28/14<br>CC ✓ SE 2/28/14 |
| <b>PURCHASING REPRESENTATIVE</b> | Frank Lambertson, 3042                                     | <b>DATE CONTRACT SHALL BE AWARDED</b> | March 6, 2014 or later                                |
| <b>DEPARTMENT</b>                | County Administrators Office                               | <b>CONSEQUENCES IF DEFERRED</b>       | None<br><i>Melissa M. Wendel</i>                      |
| <b>SOLICITATION</b>              | RFP #13-1775FL   | <b>AUTHORIZED BY DATE</b>             | Melissa M. Wendel, CPPO for<br>February 27, 2013      |

### NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with Extend Health, Inc., San Mateo, CA to provide Supplemental Medical Insurance for Manatee County Retirees through the Employee Health Benefits Division.

### ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

### BACKGROUND/DISCUSSION

#### PROJECT BACKGROUND:

Manatee County Board of County Commissioners provides health plan options to retirees and their eligible dependents as well as to the Constitutional Agencies in Manatee County. Retirees have access to the self-insured active medical plan with prescription coverage or a group Medicare Supplement Plan with prescription coverage, including donut hole coverage, through Transamerica with Coventry Part D coverage.

Retirees are eligible for coverage under the available plans when they become eligible for retirement benefits as defined by Florida Law from the Florida Retirement System (FRS) and have enrolled in Medicare Part A and B provided retirees are enrolled in the Plan by their final day of work. Additionally, Manatee County offers a self-insured dental plan for retirees.

An annual enrollment period is held in November of each year. It allows new enrollments (including retirees who deferred their retirement benefits when first retired), transfers between the two medical plans by retirees, and allows the retiree to add (enroll) eligible family members.

#### SOLICITATIONS:

The RFP was advertised on the Manatee County website, DemandStar, and was also provided to the Manatee County Chamber of Commerce for release to its members. Two (2) proposals were received.

#### Manatee County Firms that were directly solicited:

None

#### Manatee County Firms that submitted proposals:

None

|                   |                      |   |   |
|-------------------|----------------------|---|---|
| <b>ATTACHMENT</b> | N/A                  | <b>FUNDING SOURCE (Acct Number &amp; Name)</b>                      | 506-0004100-531000<br><input checked="" type="checkbox"/> Funds Verified<br><input type="checkbox"/> Insufficient Funds |
| <b>COST</b>       | Annual Cost \$25,000 | <b>AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)</b> | N/A   |

**Local firms that submitted proposals include:**

None

**Other (non-local) firms that submitted proposals include:**

Extend Health, Inc., San Mateo, CA  
UnitedHealthcare, Minnetonka, MN

**EVALUATION COMMITTEE (VOTING) MEMBERS:**

Kim Stroud, County Administrator's Office, Employee Health Benefits Division  
Janes Chesnutt, Human Resources Department  
Frank Lambertson, Financial Management Department, Purchasing Division (Chairman)

**Non-Voting Staff Attending:**

None

**EVALUATION RESULTS:**

The Evaluation Committee convened on February 7, 2014 to review evaluation committee responsibilities, discuss member's availability for future meetings and the Sunshine Laws as applicable to public meetings. It was determined during this meeting that the committee would review the two proposals and meet again February 14, 2014 to discuss the need for oral presentations or continue the evaluation process.

The Evaluation Committee convened on February 14, 2014 and determined that oral presentations would not be necessary and discussed the proposal as submitted based on the stated requirements in the RFP, continuing the acquisition process and determining a recommendation to the County Administrator.

Extend Health, Inc., San Mateo, CA – The firm presented its professional capabilities in a clear and concise manner via their proposal. Of particular importance was: the firm's ability to provide multiply carrier options which allows for competition; options proposed for retirees under the age of sixty five (65); electronic application processing; and consistent Benefit Advisors from pre-enrollment to post-enrollment.

UnitedHealthcare, Minnetonka, MN – The firm submitted an informative proposal detailing their qualifications. The firm is a respected company in the industry and proposed an accomplished Account Executive to manage the Manatee County account. While impressed with the firm's qualifications UnitedHealthcare was evaluated second by the Evaluation Committee as it only offered a one carrier option which was not what the County had requested in the RFP.

**REMAINING RESPONDENTS:**

None

**ESTIMATED COST OF SERVICES:** \$25,000 annually

**FUNDING:** FMD 506-0004100-531000

*The above justifications are a generalized summary of major observations intended only to provide the County Administrator a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than the other Committee Members when voting, and this summary of the Evaluation Committee's decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Committee Members to select the rankings described.*

The Evaluation Committee voted 3-0 to proceed with Extend Health, Inc., San Mateo, CA.

The resulting agreements will be managed by the County Administrators Office, Employee Health Benefits Division