

SCOTT COUNTY VIRGINIA PUBLIC SCHOOLS

"Every Child, Every Opportunity"

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DIVISION SUPERINTENDENT

John I. Ferguson
340 East Jackson Street
Gate City, Virginia 24251
Phone: (276) 386-6118
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SCOTT COUNTY PUBLIC SCHOOLS

REQUEST FOR PROPOSALS

The Scott County School Board is seeking proposals from specialists in group health insurance who are licensed as health insurance consultants by the Bureau of Insurance, Virginia State Corporation Commission. The person or firm selected will be fee paid only. Insurance agents, brokers, or others who are paid by sales commissions and/or salaried by insurance companies or firms will not be considered. The person or firm retained will advise and represent the School System in the maintenance of the current self-funded employee health benefits plan and possibly in the procurement of a group health benefits or insurance plan for its employees and must be independent of any connections with insurance companies or firms.

Proposals shall include evidence of State Corporation Commission licensing as a Health Insurance consultant, copy of proposed agreement for services, requested fee(s), for services, resume, references, and list of Virginia cities, town or counties or other governmental entities for which the person is currently acting as a fee paid only health consultant. Proposals shall also include references for which the person or firm is currently acting as a fee paid only health consultant and in administering a Section 125 Cafeteria Plan. Proposals are due in a sealed envelope marked "Consultant Proposal – Health" to John I. Ferguson, Superintendent, Scott County Schools, 340 E. Jackson Street, Gate City, VA 24251 by 12:00 noon, and will be read aloud at 1:00 p.m. prevailing time on May 12, 2022 beginning with the informal interview process. Proposals can also be accepted by email in an attachment and attachments will be opened by the above email recipients on the date of the bid opening. No faxed quotes accepted.

Scott County School District is seeking Professional Services by Competitive Negotiation In conformance with the Code of Virginia, 2.2-4300 et seq. Scott County Public Schools, will engage in individual discussions with two or more offerors deemed fully qualified, responsible, and suitable on the basis of initial responses and with emphasis on professional competence, to provide the required services. The offerors shall be encouraged to elaborate on their qualifications and performance data or staff expertise pertinent to the proposed project, as well as alternative concepts. The Request for Proposal shall not, however, request that offerors furnish estimates of man-hours or cost for services. At the discussion stage, the public body may discuss nonbinding estimates of total project costs, including, but not limited to, life-cycle costing, and where appropriate, nonbinding estimates of price for services. In accordance with 2.2-4342 of the Code of Virginia (1950), as amended, proprietary information from competing offerors shall not be disclosed to the public or to competitors. At the conclusion of discussion and on the basis of evaluation factors of qualifications and experience of the offeror, experience and ability of the offeror to perform the above specified work, and the ability of the

offeror to provide professional competence and diligence to provide the required services, the public body shall select in the order of preference two or more offerors whose professional qualifications and proposed services are deemed most meritorious. The scheduled time for the discussions with offerors will begin on Thursday, May 12, 2022 at 3:00 p.m. at the Scott County School Board Office, 340 East Jackson Street, Gate City, Virginia 24251. Scott County Public Schools will then conduct negotiations with the offeror ranked first. If a contract satisfactory and advantageous to the public body can be negotiated at a price considered fair and reasonable and pursuant to contractual terms and conditions acceptable to Scott County Public Schools, the award shall be made to that offeror. Otherwise, negotiations shall be formally terminated and conducted with the offeror ranked second, and so on until such a contract can be negotiated at a fair and reasonable price. If Scott County Public Schools finds that it's in the best interest to award a contract to more than one offeror, it reserves the right to do so in accordance with the evaluation criteria as specified above. Should Scott County Public Schools determine in writing and in its sole discretion that only one offeror is fully qualified or that one offeror is clearly more highly qualified and suitable than the others under consideration, a contract may be negotiated and awarded to that offeror.

A "Detailed Health Insurance Consultant Sheet" with more information is available by contacting Carla Carter – Carla.carter@scottschools.com or Angie Vermillion – angie.vermillion@scottschools.com or by calling 276.386.6118. (Pg. 3 of this document)

Scott County Schools has the right to refuse any and all bids and exercise the right to terminate the contract at any time. Scott County Schools reserves the right to select any proposal which it deems is in the best interest and the most responsive for the services desired. The Week beginning May 12th will be open for appointments for a question/answer session without price negotiations. Please call the Central Office for an appointment to speak with Carla Carter or Angie Vermillion for an appointment time. You may schedule an appointment time by calling 276.386.6118.

DETAILED HEALTH INSURANCE CONSULTANT SERVICES SHEET

The person selected to perform health insurance consultant services for the Scott County School Board will perform the following on an as needed basis:

- A) Evaluation of the current benefit plan, to include benefit breakdown and funding evaluation.
- B) Development of a benefit design and funding mechanisms conducive to the needs of the School System.
- C) Review available networks (HMO's, PPO's, IPA's, PHO's) and plan designs (HSA's, HRA's) Multiple plans). To determine the feasibility of including such networks and plan designs in the healthcare program.
- D) Development of special contractual agreements with providers (hospitals, physicians, substance abuse facilities and psychiatric facilities) as needed.
- E) Assist in securing discounts and development of a prescription drug program.
- F) Provide negotiated discounts with local hospitals and substance abuse facilities.
- G) Coordinate wellness programs to meet the current needs of participants. Thereby, providing future cost savings which are the result of a healthier group.
- H) Provide and participate in educational, informative and enrollment meetings as needed.
- I) Administer a Section 125 Cafeteria Plan for the Health & Dental Insurance and all voluntary benefits.
- J) Assist with open enrollment of Health & Dental Insurance and Voluntary Benefits.
- K) Provide service throughout the year including assistance in providing information and policies on regulation such as COBRA, Family & Medical Leave Act, and Government Legislation.
- L) Negotiate with current carriers and providers concerning services and rates.
- M) When necessary, development of an RFP (Request for Proposal) and the securing of competitive quotes. Following receipt of such proposals, they will be evaluated and presented to the School System in a comparison form and recommendations made at the request of the School System.
- N) Secure proposals, evaluate benefits and cost and negotiate competitive costs and programs for life, short term disability, long term disability, dental, vision, and other voluntary products.
- O) Responsible for keeping Client abreast on any new and updated information regarding the Affordable HealthCare Act.
- P) Assist in completing the 1095's and 1094 for ACA Compliance.
- Q) Minimum of six visits per year plus more if a bid year for health carriers.
- R) Maintain a direct line of communication at all times.
- S) Assist in providing financial reporting for Post-employment Healthcare benefits following the GASB 43 and GASB 45 (Governmental Accounting Standards Board) standards.

The Agreements for services shall include requested fees for services and be for a period of one year with the option to renew for two years pending School Board approval.