

**North Dakota Public Employees Retirement System**  
**Request for Proposal for Uniform Group Insurance**

**Question and Answers**

1. My question is specifically with regards to Employee Wellness Programs for NDPERS. Will NDPERS accept submissions for Employee Wellness Consulting and Services thru this RFP, specifically as a carve-out or dual award?

ANSWER: No

2. You list the health insurance bid process as beginning in September of 2016. What is the expectation as to the date at which best & final proposals would need to be received by?

ANSWER: The BAFO will be done in December/January.

3. What elements constitute health insurance for purposes of the bid; i.e. medical, prescription, stop loss, dental, vision, wellness, other?

ANSWER: Medical, Prescription, Stop Loss, Wellness, and Administration.

4. You list the Medicare D RFP process as occurring in August/September. Do you consider this to be the timeline from issuance of the RFP to selection for award, or can additional time be built into either the front or back end of the process?

ANSWER: Yes, but we would consider starting earlier.

5. With regard to the health premium estimate, what element constitute health premiums for this purpose; i.e. medical, prescription, dental, vision, wellness, other?

ANSWER: Medical, Prescription, Wellness, and Administration equivalent of fully insured.

6. If wellness is part of the RFP task, is it bundled with the carriers, unbundled, or both?

ANSWER: Bundled for both fully and self insured.

7. The consulting contract appears to be awarded on January 1, 2016. The benefit plan for premium analysis appears to be available starting July 1 with the analysis due August 1. Is it possible to get the proposed plan of benefits by June 1 in order to allow two months for the analysis and reporting. In the alternative can we perform our projection based on the current plan design in advance of July 1 and only modify that projection based on the new plan design changes during the month of July (i.e. no update of claims experience after the initial baseline projection based on current benefits)?

ANSWER: Yes, it is possible to get the proposed plan design before June 1<sup>st</sup>, but we would want to get the June paid claims experience for projections.

8. Item G on page 16 of the RFP indicates the contract will be awarded by January 1, 2017. Should that be January 1, 2016?

ANSWER: Yes, but due to possible Board interviews award may be in the first quarter of 2016.

9. The cost proposal requires fixed fees for the Health Bid and Medicare Part D and utilizes the phrase "Preparation of the Bid", which could indicate the scope associated with this item is limited to the preparation and release of the RFP/bid. However the scope outlined in the RFP (pages 9-11) includes evaluation of proposals and assistance with contract development and implementation. Is the scope described in pages 9-11 relative to conducting the RFP process and analyzing responses to be covered by the Fixed Fee Hourly Rate, or to be included in the fees proposed in Fixed Fee 1 and Fixed Fee 2 in the cost proposal?

ANSWER: The intent of the bid is a fixed fee for preparation and release of bids and the premium projection. The Fee For Service basis is for the evaluation of proposals.

10. Please provide copies of the most recent reports from the consultant for the most recent Health Bid, Part D bid and Health Premium estimate.

ANSWER: Unlike the last NDPERS bid, the Part-D will be separate. This information is posted on the NDPERS Web Site.

11. How many hours were invoiced by the consultant(s) at the Fixed Fee Hourly Rate for 2014 and 2015 (to date)?

ANSWER: Deloitte Fixed Fee Rate:  
Hours by month @ \$292 rate:  
June 2014 – 4.00 Hours  
Sept – Oct 2014 – 207.25 Hours  
November – December 2014 – 291.50 Hours  
January – February 2015 – 141.00 Hours  
March – April 2015 – 67.00 Hours  
May – June 2015 – 11.25 Hours

12. Regarding this RFP for Health & Benefits actuarial and consulting Services, I request that you provide me with a copy of the currently in force contract(s) with brokers or consultants for the scope of services called for in the RFP, including current broker/consultant compensation.

ANSWER: See #11, there are no brokers. The contract is posted on the NDPERS Web Site.

13. What is the reason NDPERS is issuing an RFP for actuarial and consulting assistance? Specifically, is NDPERS meeting a requirement to solicit proposals or are there other issues that led to this RFP?

ANSWER: Generally, the NDPERS Board issues a Request for Proposal every six years with the option to renew every two years within that period subject to an acceptable agreement being reached between the contractor and the Board. This RFP is being issued at this time to comply with this policy.

14. What are the billing rates for the current actuary/consultant?

ANSWER: Actuary Rate:  
Director - \$495/Hr  
Senior Manager - \$450/Hr  
Manager - \$420/Hr  
Analyst/Consultant - \$250/Hr  
  
Combined Rate: \$292 / Hour

15. What are the total fees that have been paid to the current actuary/consultant over the previous contract period?

ANSWER:

2015: Fully Insured RFP - \$49,277  
Travel Expenses - \$22,779  
Self-Insured RFP - \$25,959  
Hourly Billing – Regular Rates - \$13,181  
Hourly Billing – Composite Rates - \$173,351

2014: Insurance Time Charges - \$21,866

16. Can NDPERS agree to a limitation of liability for its service providers?

ANSWER: State agencies such as NDPERS must comply with N.D.C.C. 32-12.2-15 which restricts agencies from agreeing to limitations on liability except for contracts related to the purchase or lease of, or services related to, software, communication, or electronic equipment and economic forecasting.

17. Can NDPERS agree to alternative dispute resolution (non-jury trial)?

ANSWER: NDPERS will not agree to waive a right to a jury trial in a contract.

18. How are bidders to propose contract modifications to the Agreement for Services (page 18 of the RFP) or the Business Associate Agreement (page 24 of the RFP)?

ANSWER: Bidders can send a markup or redline copy of the contract showing the proposed changes. A Word version of the contract is on the NDPERS Web Site.