



THE CITY OF FORT STOCKTON, TEXAS

MAYOR
JOE CHRIS ALEXANDER

CITY MANAGER
FRANK RODRIGUEZ III, MBA

CITY SECRETARY
DELMA A. GONZALEZ

P.O. BOX 1000
121 WEST SECOND STREET
FORT STOCKTON, TEXAS 79735
PHONE 432-336-8525
FAX 432-336-6273

May 18, 2018

RE: Combined Employee Group Medical, Dental, Vision & Life/AD&D Insurance Proposal

The City of Fort Stockton, hereinafter referred to as the City, is seeking proposals (RFP) from firms qualified to provide **Combined Medical, Dental, Vision & Life/AD&D Coverage (Health Plan) for a Partially Self-Insured & /or Fully Insured basis for its employees.** The information contained in these specifications is confidential and is to be used only in connection with preparing proposals for all or part of the following employee benefit plans. **Quotes for both percentages are requested: 80/20 coverage rate and a 90/10 coverage rate.**

For Life/AD&D: Provide a range of \$10,000 - \$30,000 Coverage Life/AD&D for all full-time employees; with a possible buy-in option (at employee cost) for additional coverage for employee and/or family.

Administrative Services (including COBRA billing, Cobra & HIPAA Administration), please provide on the following Stop-Loss:

Specific Level
\$35,000

Contracts
12/12 include Med/RX

All proposals must include Specific Advance; Aggregate Contract 12/12 including Med/RX Medical Network Services; also include "waive actively at work". **The Effective start date for the proposed coverage will be September 1, 2018.**

Each proposal shall contain a cover sheet (along with the Summary Cost Page-sample page enclosed) with the following information:

- Company Name
- Home Office Address
- Type of Company organization
- Date of Company organization
- Date Company licensed to conduct business in the State of Texas
- Name of local agent or representative
- Address of local agent or representative
- Who will service the plan (company, agent, etc.)
- Name and address of person submitting the proposal
- Insurance Company's AM best rating (must have "A" or better)
- Claims administration location

Claims must be paid in Texas. Please provide three (3) references available for contacts.

No proposal will be rejected based on the number of coverage(s) provided.

All parties submitting proposals are expected to comply with all federal, state and local laws and regulations pertaining to the preparation of proposals and the services to be provided, specifically, to be in compliance with the American with Disabilities Act (ADA) insurance laws and insurance relations. All proposals that are submitted will be presumed to be in compliance with all applicable laws.

No telephone or faxed proposals will be accepted. Sealed proposals will be accepted only if delivered in person, by U.S. Postal Service, or delivery service such as UPS or Federal Express. The City will not be responsible for missing, lost, or late deliveries.

Ensure there are two (2) copies of the proposals prepared, one of which must be a signed original, and delivered in a sealed envelope, clearly labeled "**Combined Employee Group Health Insurance**" Proposal to:

City of Fort Stockton
Attn: Delma Gonzalez, City Secretary
121 West Second Street (P.O. Box 1000)
Fort Stockton, Texas 79735

For inquiries related to the proposal, please contact City Hall @ (432) 336-8525 or fax (432)336-6273 to the Attention of Frank Rodriguez, Delma Gonzalez, or Gail Lampier. **The deadline for submission of proposals is 10:00 A.M., July 05, 2018.** Proposals will be reviewed and submitted to City Council for their consideration during the **Regular City Council Meeting scheduled for July 10, 2018 @ 5:30 PM.**

The City reserves the right to accept or reject, in part or in whole, any portion of proposal(s), waiver minor technicalities, and select the proposal which best serves the interest of the City. The City also reserves the right to waive or dispense with any of the formalities contained herein. Proposals are to be submitted on the basis of the specifications contained herein. Alternative proposals will also be considered, provided the alternatives are clearly explained. All deviations from the specifications must be clearly identified and explained.

Sincerely yours,



Gail Lampier
Director of Human Resources