

**RESPONSES TO PROPOSAL QUESTIONS  
MADISON COUNTY SCHOOL BOARD RFP 2024-04**

*Employee Medical/Health Benefits, Section 125 and Voluntary Benefits Administrator, Broker and Consultant*

**Q1. BACKGROUND INFORMATION (General paragraph and paragraph A)**

Please clarify what you are seeking. The General paragraph states you want a Broker/Consultant to work with the district on all benefits. Then you explain the role of “The Administrator”. In paragraph A you state the RFP is to select an “Administrator” and share there is currently one (1) “Administrator”.

Are you referring to the Broker/Consultant and “The Administrator” as interchangeable terms and they are the same position?

**A1a:** Yes

Or are these two (2) separate entities?

**A1b:** No

If so, what are the differences in the responsibilities?

**A1c:** They are the same entity

**Q2. BACKGROUND INFORMATION (Paragraph B)**

Please provide information on the current “web-based open enrollment” platform

**A2:** Currently, the open enrollment process is completed by sitting down with a District staff member and/or agent through the Skyward Business platform.

Is the system available for both actives and retirees? Yes

**Q3. BACKGROUND INFORMATION (Paragraph F)**

Who manages the current COBRA process?

**A3:** Currently, the District handles the Cobra process, but the expectation is that this responsibility will be transferred to the Broker/Consultant through this bid process.

**Q4. BACKGROUND INFORMATION (Paragraph G)**

Please confirm that you are looking for a Consultant/Administrator to manage the current ACA process.

**A4a:** Yes

If the Consultant/Administrator does not offer this service, would this be an automatic disqualification?

**A4b:** No

**A4c:** Who manages the current ACA process? Currently, the District completes the ACA process, but the expectation is that the proposal would include the successful entity taking responsibility for the ACA Processing.

**Q5. BACKGROUND INFORMATION (Paragraph H)**

Please provide the current census as described in Paragraph H.

**A5:** This information will be sent upon request and after receipt of encrypted credentials from a potential proposer.

**Q6.** If the Consultant/Administrator does not offer all services requested in the Scope of Work, is that an automatic disqualification?

**A6a:** No

Can services be sub-contracted?

**A6b:** Yes, please review pages 11, 12, 13, and 28 of the RFP and its references to sub-contractors.

**Q7.** What are the primary concerns, if any, Madison County School Board has with its current benefits?

**A7:** The district expects that proposals from this bid process will provide expanded health insurance options for employees to choose from and more competitive pricing.