

**PURCHASING
AND MATERIALS
MANAGEMENT**



**City of Myrtle Beach
SOUTH CAROLINA**

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**Addendum #02
October 26, 2022**

**RFQ 23-R0011
Benefit Consultant/Broker Services**

The purpose of this Addendum #02 to RFQ 23-R0011 for Benefit Consultant/Broker Services, dated October 6, 2022, and previously amended on October 10, 2022 is to answer the following questions:

1. Please provide a copy of the current broker services agreement.

The current agreement is not currently available.

2. Is the current broker on a fee basis or commission? Does the City want to continue the current compensation structure or transition to a different model?

The current broker works on both a fee basis and commission. The City is open to suggestions regarding any possible changes in compensation structure.

3. What is the remuneration?

Current remuneration is \$5000.00 per month.

4. What vendor or platform does the City use for their payroll system?

The City uses Infor Mingle for their payroll system.

5. Does the City currently use a benefit administration system to manage open enrollment and ongoing plan administration? And if yes: What is the name of the system? Does the system integrate with the City's payroll system?

Yes, the City currently uses both Infor Mingle and Benefit Focus to manage open enrollment and ongoing plan administration. Benefit Focus does not integrate with our payroll system.

6. Does your current broker provide this service? What is the cost of your benefits administration system? How long has the City used this system?

Our current broker introduced us to Benefit Focus. Infor Mingle was obtained independent of the current broker. The cost of our benefits administration system is \$1.05 per employee per member. We have been using Benefit Focus for approximately six (6) years.

7. If no benefit administration system is used, is the City interested in utilizing an automated benefit administration system?

The City is open to new suggestions.

8. Who is the City's Section 125 provider?

The City's Section 125 provider is Pro-Benefits (Flores.)

9. How many pre – 65 retirees are on the group health plan?

The City has 50 individuals who qualify.

10. With the years of service (20+ and 15+), do pre – 65 retirees stay on the group health plan?

Remaining on the group health plan is optional to our pre-65 retirees.

11. For post – 65 retirees, does the City have a Medicare Supplement Plan or do the retirees pursue the coverage themselves?

Post-65 retirees are referred to the current broker, but they are also free to shop elsewhere for coverage.

12. Can pre- 65 retirees who were hired after 7/1/2019 stay on the group health plan and pay out – of - pocket?

Yes, pre-65 retirees who were hired after July 1, 2019 can stay on the group health plan and pay out-of-pocket.

13. Does the City have any group disability programs in place currently? If so, is this in scope and can you share any benefit summaries?

Long term disability is a voluntary option. Short term disability is an employee benefit paid by the City.

14. Would oversight of the City's onsite health clinic be in scope for this?

The cost of oversight of the clinics will be included in this scope of work.

15. Does the City currently have a telemedicine program in place and would this be in scope for this?

Yes, the City does have a telemedicine program in place that would be considered part of the scope for this RFQ.

16. Who is the City's current medical third part administrator and how long has this relationship been in place?

The City uses Planned Administrators and has been doing so since 2009.

17. Who is the City's current pharmacy benefit manager and how long has this relationship been in place?

The City uses Save Rx and has been doing so for at least five (5) years.

18. Has the City ever conducted an RFP for pharmacy benefit manager services? If so, when was the last time the City marketed this component of its health plan?

A City-issued RFP for pharmacy benefit manager services is not available.

19. Who is the City's current stop loss reinsurance carrier?

The City currently uses Optum as our stop loss reinsurance carrier.

20. Does the City have any lasers in place currently?

The City currently does not have any lasers in place.

21. What is the City's specific deductible level currently?

The City's current specific deductible level is \$200,000.

22. Does the City currently partner with a third party actuary to certify GASB 45 and OPEB funding requirements and if so which actuarial firm?

Yes, the City partners with JLM Actuary Firm to certify GASB 45 and OPEB funding requirements.

23. Does the City currently partner with a third party actuary to certify health plan rates annually and if so which actuarial firm?

Yes, the City partners with our current consultant to certify health plan rates annually.

24. Has the City completed an audit as it relates to new requirements around non quantitative treatment limits and mental health parity that went into effect in 2022 and if so which vendor does the City utilize?

No, the City has not completed an audit as it relates to new requirements around non-quantitative treatment limits and mental health parity that went into effect in 2022.

25. Does the City currently utilize a Cobra administrator and if so whom has the city partnered?

The City currently utilizes ProBenefits/Flores as their COBRA administrator.

26. Who does the City currently partner with to administer the RHRA program?

The City currently partners with ProBenefits/Flores to administer the RHRA program.

27. Does the City's health plan currently cover treatments related to cellular and gene therapy?

That information is not available at this time.

28. What are the top of mind concerns for the City of Myrtle Beach's Benefits program?

The top-of-mind concerns include healthy, affordable, and well-rounded.

29. What is your 3 to 5 year strategy for the City of Myrtle Beach's benefits program?

The City's 3-5 year strategy includes an enhanced benefits program that is more streamlined and user friendly, with a possible retiree benefit.

30. How do you measure success of your broker?

The City would measure success of their broker on communication, creativity, and dependability.

31. What events transpired to lead to the RFP?

The City is looking for new and fresh ideas and desires to learn what other products and benefits are available.

32. Do you plan to have in person or virtual oral presentations as part of the assessment?

The City desires to have in-person oral presentations, but will consider virtual presentations if the situation warrants.

33. How are prescription drugs at the onsite clinic purchased and charged back to the City and does the City purchase prescription drugs in bulk for distribution to employees, or are drugs actually purchased in the onsite pharmacy at the point of distribution to the member?

The onsite wellness clinic purchases drugs and distributed to members as need. We are billed for the cost. We have an occupational clinic where some vaccines are purchased in bulk and charged through the clinic.

34. Are prescription drugs dispensed through the onsite pharmacy processed by the PBM as a \$0 claim? Are any management programs or system edits in place to prevent a covered member from filing a prescription through both the onsite pharmacy and through a retail pharmacy? Are there any prescription drug utilization management programs in place for prescriptions filled at the onsite pharmacy? What contractual terms determine the price paid by the City for prescription drugs purchased through the onsite clinic, and how frequently are those terms updated?

The City does not have an onsite pharmacy.

35. Is there any integration of medical and prescription drug claim data for plan management purposes and is that data being aggregated by the TPA, PBM, and or onsite clinic assist with medial cost management?

Our prescriptions drug provider is SavRx and we receive monthly reports.

36. How are staffing levels set for the onsite clinic and have those levels been evaluated relative to current utilization?

Yes, staffing levels have been evaluated relative to current utilization.

37. What is the targeted number of provider visits per day for each MD or mid-level provider staffing the on-site clinic?

Current target numbers are not available at this time.

38. Is there an evidence based referral process followed by the clinic, when members need care that cannot be provided through the onsite clinic?

Yes, there is an evidence based referral process followed by the clinic when members need care that cannot be provided through the onsite clinic.

39. Does the onsite clinic provide health coaching programs in addition to physician visits?

Yes, the onsite clinic provides health coaching programs in addition to physician visits.

40. Is there any clinic or health plan data used to facilitate health coaching outreach through the clinic?

Yes, clinic/health plan data is used to facilitate health coaching outreach.

41. What provider network is utilized for care received outside of South Carolina?

First Health is utilized for care received outside of South Carolina.

42. Has the recent increase in interest rate levels changed any underlying discount rate assumptions used in the City's OPEB liability calculation?

Budget information is being calculated at this time, therefore additional information is not currently available.

43. How are retiree premiums paid or reimbursed currently through the retiree HRA?

RHRA is run through our administrator.

44. The retiree HRA fund was reduced for future retirees in 2019. Did that change achieve the City's goal to limit OPEB liability? Is there an expectation that further reductions will be needed?

All employees hired after July 1, 2019 are not eligible for RHRA.

45. For the active plan, does the City currently purchase specific and/or aggregate stop – loss insurance, and if so how is that coverage purchased (through your health plan carrier, directly, through an MGU, as part of a captive?)

Yes, the City currently purchases stop-loss insurance through our plan carrier.

46. If stop – loss coverage is in place, how are claims filed and reimbursed?

Claims are filed and reimbursed through the broker.

47. Does the City have a program in place through your PBM to utilize manufacturer coupons to reduce the cost of specialty drugs?

Yes, the City has a program in place through PBM to utilize manufacturer coupons to reduce the cost of specialty drugs.

48. Does the City attempt to utilize any patient assistance programs available through pharmaceutical manufacturers to reduce the cost of your prescription drug spend?

Yes, the City utilizes patient assistance programs available through pharmaceutical manufacturers to reduce the cost of prescription drug spend.

49. How are the City's health plan budget rates developed, and historically, how close have those budget rates been to actual plan expenses?

The City's health plan budget rates have been acceptable.

In addition, the requested benefits guide and dental summary are attached and are hereby made a part of this addendum.

Sealed bids are due no later than Thursday, November 3, 2022 at 2:00PM (local time.) No electronic submissions will be accepted. The City is not responsible for late or misdirected mail.

Thank you,
City of Myrtle Beach
David Bernstein
Purchasing Office/Buyer
Email: dbernstein@cityofmyrtlebeach.com

Health Insurance

Benefits provided by the City of Myrtle Beach for regular, full-time employees include a medical health center, health insurance, vision insurance, dental insurance, prescription drug insurance, life insurance, short term disability and wellness programs.

The city pays 100 percent of the premiums for health, vision and dental insurance for regular fulltime employees, a value of \$830.42 monthly or \$9,965 per year, per employee. The plan uses the Blue Cross Blue Shield provider network.

Current annual in-network deductibles are \$1,000 per individual or \$2,000 per family. Annual out-of-network deductibles are \$1,500 per individual or \$3,000 per family. After deductibles, the plan pays 80 percent in-network or 70 percent out-of-network.

The plan includes the following co-pays: primary care physician (\$50), pediatrician (\$35), OB/GYN, mental health or substance abuse (\$35) or specialist (\$45).

Wellness services are covered at 100 percent in-network. Wellness coverage includes annual physical, gynecological or prostate exams; colonoscopy; well-child visits and mammograms. Free flu shots are offered annually to covered employees/dependents.

Prescription benefits are included in the cost of health insurance. Prescription costs are the lesser of 40 percent (the plan pays 60 percent) or a \$250 co-pay. Mail-order prescriptions provide a 90-day supply for 15 percent of the prescription cost.

An employee may elect to cover family members through bi-weekly payroll deductions. Here are the employee's costs per pay period, unless otherwise indicated, for family coverage.

Health Insurance (Spouse)	\$167.91
Health Insurance (Family)	\$197.52
Health Insurance (Children)	\$ 88.91
Dependent Dental Ins.	\$ 15.28
Dependent Life Ins.	\$ 2.10/mo.

The city provides \$10,000 of life insurance for each full-time employee. A spouse and children can be covered with \$5,000 of life insurance at a cost of \$2.10/month.

Dental Insurance

Regular, full-time employees are eligible for dental benefits. The city pays 100 percent of preventative checkups and cleanings every six months.

Employees are responsible for a \$50 deductible (\$150 for families), after which the plan pays 80 percent of basic work and 50 percent of major work, up to \$2,000 per year. New hires have a 12-month wait on major service and a 24-month wait on replacement prosthetics.

Vision Care

Regular, full-time employees are eligible for vision care benefits. Vision coverage pays \$75 for an eye exam each year, \$150 toward lenses or contacts every 12 months and \$150 toward frames every 24 months.

Health & Wellness Center

The City of Myrtle Beach provides a health and wellness center for its covered employees and dependents. The center provides free medical services and many prescriptions. (The center does not see children under age three.)

Appointments for medical care and prescriptions are required and may be scheduled online or by telephone. Covered employees, spouses and dependents must be registered to receive services. Premise Health Center is at 3127 Mr. Joe White Avenue. Call 800-Teladoc for Teladoc.

Education Reimbursement

The city partners with Horry-Georgetown Technical College for courses directly related to the employee's position. Tuition reimbursement is prorated by grade achieved. Education reimbursement is a privilege for those who are eligible and qualified.

DISCLAIMER: Nothing described within creates a contract. Programs are subject to annual appropriations. Refer to appropriate policies and benefit plan descriptions.

Insurance and Risk Services

843-918-1112 • 517 Ninth Avenue North

Human Resources Department

843-918-1114 • 937 Broadway Street

Myrtle Beach, SC 29577

www.cityofmyrtlebeach.com

First in Service

City Employee Benefits



Provided by

The City of Myrtle Beach

Service Retirement

All regular city employees are members of the South Carolina Retirement System, and both the city and the employee make contributions to the retirement program, regulated by the state. For 2022, a regular employee contributes 9% of his/her salary and the city contributes another 16.56% to the SCRS. A police or fire employee contributes 9.75% of his/her salary and the city contributes an additional 18.24% to the PORS.

Employees in the SCRS prior to July 1, 2012, can retire with full benefits after 28 years of service in the system or at age 65 or older with five years of service. Employees may take early retirement at age 60 with at least five years of service credit or at age 55 with at least 25 years of service credit.

Law enforcement officers and firefighters in the PORS prior to July 1, 2012, can retire with full benefits with 25 years of service or at age 55 with five years of service.

Employees who go into the SCRS after July 1, 2012, must meet the "Rule of 90." This means that the employee's age and years of service credit must add up to 90, or be at least 65 with at least eight years of service credit. Employees may take early retirement at age 60 with at least eight years of service.

Employees entering the PORS after July 1, 2012, may retire with 27 years of service credit, or at age 55 or older with eight years of service credit.

Active regular employees hired before June 30, 2019, will have \$100,000 available in a Retirement Health Reimbursement Account (RHRA) to pay health insurance and medical expenses subsequent to retirement if they: a) qualify for retirement under the SCRS or PORS system and b) have 20 years of service to the city, the last 10 of which must have been consecutive.

Active regular employees hired before June 30, 2019, with 15-19 years of service, the last 10 of which must be consecutive, and who meet eligibility requirements to retire under SCRS or PORS, will have \$50,000 in an RHCA for medical premiums and expenses

Flexible Spending Accounts

Other employee benefits include an optional Flexible Spending Account. This plan is a tax-deferred savings account established by the city to help employees meet certain medical and dependent day care expenses that are not covered by insurance.

The flexible spending plan allows employees to contribute pre-tax dollars to cover deductibles, co-insurance, co-pays, vision, prescription and other qualified medical expenses covered under IRS Code 213 (d). The dependent day care plan is for child or elderly dependent care expenses.

Health insurance premiums are paid by the city, a value of \$630.42 a month or \$9,965 per year for each employee.

Employee Assistance

The Employee Assistance Program (EAP) is a confidential, work-site-based program designed to assist both employees and employers. The EAP provides assessment and referral in-person or over the telephone for personal matters.

Eligible employees and dependents are entitled to six free sessions per issue, per benefit year. For help, call the Employee Assistance Program at 855-365-4754.

Optional Benefit Programs

Optional benefit programs include the following pre-tax savings plans: Deferred Compensation 457/401k; Roth 401(k) and 457; and ICMA Retirement Corporation 457. The full cost of these optional benefits is borne by the employee through payroll deduction.

Optional insurance plans include cancer, accident, critical care, medical bridge, voluntary term life and long term disability.

Health Strive

Employees can participate in Health Strive, the city's optional wellness program. We encourage employees to take an active interest in continued health and well-being.

Health Strive encourages participation in health screenings, exercise programs, weight control and smoking cessation. Incentives such as gift awards and paid time off are offered to participants.

January 2022

Leave and Holidays

The benefits package includes annual leave, accrued sick leave and funeral leave for immediate family members. Regular, full-time employees receive one personal day each year.

The city observes these nine holidays: New Year's Day, Martin Luther King Jr. Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving and the day after, and Christmas and the day after.



Holiday Bonus

Regular (full-time/part-time) staff members hired as of December 31 receive one week's salary as a bonus in November.

Regular (full-time/part-time) employees hired from January 1 through June 30 receive half a week's salary as a bonus in November. Regular employees hired after June 30 do not receive a holiday bonus in that year.

For part-time (regular) employees, the bonus is based on the number of hours they are scheduled to work. Temporary employees do not receive a holiday bonus.

Each employee also receives a turkey coupon for the Thanksgiving holiday.

Recreation Center Access

City employees have free use of Pepper Geddings Recreation Center, Crabtree Memorial Gymnasium and Mary C. Canty Recreation Center. Present your employee ID to exercise during the facilities' regular hours. Specific classes and programs are extra.



BENEFITS OVERVIEW

Benefit Summary for: City of Myrtle Beach
 Effective Date: July 1, 2022
 Group Number: 6194-1000

Delta Dental PPO – <i>Dentacare M</i>		Delta Dental PPO	Delta Dental Premier	Non-Participating Providers
Calendar Year Deductible	<ul style="list-style-type: none"> Applied to Basic and Major services 	\$50 individual \$150 family	\$50 individual \$150 family	\$50 individual \$150 family
Annual Maximum	<ul style="list-style-type: none"> Applied to Preventive, Basic and Major services 	\$2,000	\$2,000	\$2,000
Preventive Services	<ul style="list-style-type: none"> Bitewing X-rays, one set per benefit period Full mouth X-rays, once in any 36 months Oral examinations, twice per benefit period Periapical X-rays, as required Prophylaxis (cleanings), twice in any benefit period Topical fluoride treatments for dependent children under age 16, twice per benefit period Sealants for dependent children under age 16, once in 36 months on standard teeth 	100%	100%	100%
Basic Services	<ul style="list-style-type: none"> Space maintainers under age 16, once per lifetime Emergency palliative treatment Periodontal Maintenance, twice in any benefit period Fillings Non-Surgical Periodontics Surgical Periodontics Endodontics Simple extractions Surgical extractions General anesthesia Oral Surgery Occlusal Guard for Bruxism once every 36 months 	80%	80%	80%
Major Services	<ul style="list-style-type: none"> Bridges, once in 5 years Dentures, once in 5 years Crowns, Inlays, Onlays once in 5 years <p>12 month wait on major services; 24 month wait on replacement prosthetic appliances</p>	50%	50%	50%
Orthodontia	<ul style="list-style-type: none"> Orthodontia for all eligible participants 	50% up to \$2,000 lifetime maximum No deductible	50% up to \$2,000 lifetime maximum No deductible	50% up to \$2,000 lifetime maximum No deductible

About Delta Dental networks

Delta Dental PPO Providers: offer deep discounts from standard charges with no balance billing.

Delta Dental Premier Providers: offer lesser discounts than PPO but the assurance of no balance billing.

Non-Network Providers: are not contracted with Delta Dental benefit payments are made up to the 90th percentile, balance billing is possible over that level

Delta Dental PPO Providers typically offer the greatest discounts.

Customer Service

Toll Free: 800-335-8266
8am-6pm EST
www.DeltaDentalSC.com

Please refer to your complete Summary Plan Description for a detailed listing of your benefits and any limitations