



**HIGHLANDS COUNTY  
BOARD OF COUNTY COMMISSIONERS  
(HCBCC)  
PURCHASING DEPARTMENT**

DATE: 2/12/16

RFP NO. 16-020                      ADDENDUM No. 1

Project.: INSURANCE AGENT OF RECORD FOR EMPLOYEE HEALTH BENEFITS

Owner: Highlands County BCC  
Attn: Purchasing Department  
4320 George Blvd; Sebring, FL 33875-5803

---

The purpose of this addendum is to provide clarification of the specification and to address questions submitted to the County by prospective Proposers.

---

**Clarification:**

- The County's benefit plan coincides with its fiscal year (October 1<sup>st</sup> – September 30<sup>th</sup>)
- The County is currently under contract with an Agent of Record, the term of which expires on July 5, 2016.
- The awarded Agent of Record contract will begin on July 6, 2016.
- The awarded Agent of Record will be expected to begin working immediately to develop a benefit package and have all employees enrolled for the benefit period of October 1, 2016 thru September 30, 2017.

**Question:**

Section XIX. Compensation requests that "Proposers shall identify their total compensation package for services rendered". **Our question is, what amount of compensation the current Agent of Record is receiving on the following RFP requested programs and/or services to be rendered:**

Programs and/or Services to be rendered	Compensation Amount Is
1) Employee Medical Insurance Benefit Work Plan Services Placed' <ol style="list-style-type: none"><li>a) Florida Blue Third Party Administrator (TPA/ASO)</li><li>b) Stop Loss Insurance (Re- insurance)</li><li>c) Rx Services (either Florida Blue and/or CanaRx)</li><li>d) MDLive</li></ol>	

- e) New Directions Behavioral Health (EAP)
- f) TASC Flexible Spending Account(s) (FSA)
  
- 2) Employee Dental Insurance Benefit Plan Services Placed;
  - a) Option 1: Base Plan
  - b) Option 2: Buy Up Plan
  
- 3) Employee Life and AD&D Benefit Plan Services Placed;
  - a) Employer Provided \$15,000 Basic Life and AD&D
  - b) Employee Supplemental Life Program(s)
  
- 4) Employee Vision & Voluntary Benefit Plan Services Placed;
  - a) Vision Benefit Plan(s) Offered
  - b) Voluntary Benefit Plan(s) Offered (i.e. AFLAC or other similar products)
  
- 5) Actuarial & Consulting Services Provided
- 6) Employee Enrollment and/or Communication Services Provided and/or Placed
- 7) Employee Benefit Plan Tracking (“PlanSource”) Services Provided and/or Placed
- 8) Any Other Services Provided or Placed Not Mentioned Above

**Response:**

The Current Agent of Record receives a 2% commission rate.