



STATE OF WASHINGTON
HEALTH CARE AUTHORITY

626 8th Avenue • P.O. Box 42702 • Olympia, Washington 98504-2702

February 23, 2016

TO: Potential Bidders

FROM: Kimberly French
RFP Coordinator 

SUBJECT: **Amendment #6**
Request for Proposal (RFP) #16-008 – Life Insurance

The Purpose of Amendment 6 is to amend errors and clarify sections in the RFP.

Section 1.2.1, Plan Funding is amended as follows:

Plan funding structure has not yet been decided by PEBB. In order for your bid to be considered complete, you must bid on each of the following possible funding options. Please provide separate rates for the each of the following options.

1. Participating funding design for both the employer-paid and employee-paid coverages;
2. Non-participating funding design for both the employer-paid and employee-paid coverages.

The possibility of choosing a "split funding structure"—i.e., choosing participating funding for the employer-paid plan and non-participating funding for the employee-paid plan or vice versa—does exist. Therefore, we do not want cross-subsidization between the employer-paid premiums, regardless of funding method. Bidders able to support a split funding structure, whichever one is chosen, without any effect to premiums bid will be awarded five (5) additional points*.

Section 2.8, RESPONSIVENESS is amended as follows:

All proposals will be reviewed by the RFP Coordinator to determine compliance with administrative requirements and instructions specified in this RFP. The Consultant is specifically notified that failure to comply with any part of the RFP may result in rejection of the proposal as non-responsive.

Compliance with the RFP includes submittal of all required documents and information as well as providing a bid meeting the minimum plan design coverages requested. Any deviations from core cost or design elements (designated as a "Core Cost Proposal Rate" in section 1.2.2 and all contract provisions listed in section 1.2.3 of this RFP) will be deemed nonresponsive. Any deviation from the stated plan design not designated as "Core Cost

Proposal Rate" that is less rich will be deemed nonresponsive. Any deviation that is richer will be looked at, but will not earn extra points.

HCA also reserves the right at its sole discretion to waive minor administrative irregularities.

Section 3.3, MANAGEMENT PROPOSAL, B. Experience of the Consultant (SCORED) is amended as follows:

1. Indicate the experience the Consultant and any subcontractors have in the following areas associated with
 - a. Public sector groups of 50,000 or more employees
 - b. Group term life insurance plans for US states
 - c. Large group insurance plans for government entities
2. Indicate other relevant experience that indicates the qualifications of the Consultant, and any subcontractors, for the performance of the potential contract.
3. Include a list of contracts the Consultant has had during the last five years that relate to the Consultant's ability to perform the services needed under this RFP. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses.

Section 3.4, COST PROPOSAL is amended as follows:

Any reference to (P+NP/2) will now be (P+NP)/2.

Any reference to (P+P+NP+NP/4) will now be (P+P+NP+NP)/4.

If there are other individuals within your organization working on the RFP response, please ensure that they receive this Amendment.

Proposals are due no later than 2:00 p.m. Pacific Time on March 2, 2016.