



Addendum #3
RFP#60-24, Life Insurance and Long-Term Disability Insurance
September 25, 2024

NOTICE IS HEREBY GIVEN that the following addendum serves to provide clarification and to answer the questions received on RFP #60-24, Life Insurance and Long-Term Disability Insurance.

Question 1: Is your plan self-administered? If yes, do you currently use a benefits administration platform for your enrollment? If so, can the name of the vendor be released?

Answer to Question 1: Yes, the City currently uses Bentek as the benefits administration platform.

Question 2: Please provide full policies and certificates for each class.

Answer to Question 2: Reference Attachments 1-5.

Question 3: Please confirm whether the premium contributions are paid with pre or post tax dollars.

Answer to Question 3: Basic life, SAMP LIFE and LTD are paid for by the City. SAMP Supplemental is a post-tax deduction.

Question 4: Please confirm what (if any) state retirement plan the group participates in, and which classes participate.

Answer to Question 4: The City does not participate in a state retirement plan.

Question 5: Please clarify eligibility and number of lives on the LTD. The policy states coverage is employer paid and All Employees and Council Members who are not eligible for City Pension Plan are eligible for LTD; however, there are only 57 employees on the census, and most are management.

Answer to Question 5: The LTD policy specifies that both employees and council members are required to work 37.5 hours for LTD eligibility, but council members do not work those hours. Additionally, unclassified SAMP employees are ineligible for the pension, and according to the latest report, there are 57 employees enrolled in LTD.

Question 6: The RFP provided an email stating there were no LTD claims. However, we would still need experience from a 3 to 5-year period showing.

- a. Earned Premium and number of insured lives by year
- b. Rate History (if not already provided)
- c. Paid Claims by Incurred Year
- d. List of open claims including date of loss, date of birth, gender, salary, gross benefit, offset amounts, net benefit and reserve



Answer to Question 6: Claims for life insurance can be found under Attachment 12 – Life Paid Claims Report 1.20-6.24. Since there were no LTD claims, responses shall be based on the information provided under Attachment 11 – Unum Confirmed no LTD claims since 1.1.21-1.

Question 7: Is it possible to get the supplemental life census in excel format with DOB, Gender, and supplemental volumes.

Answer to Question 7: The Excel format for Attachment 10 – SAMP Supp Life Roster has been uploaded to the City’s website.

Question 8: Can we obtain a copy of a recent invoice?

Answer to Question 8: The group operates on a self-billing basis and does not receive invoices. The provided censuses serve as supporting documentation for payment.

Question 9: Confirming they do not currently have AD&D coverage- would they like us to quote AD&D?

Answer to Question 9: No, the City is not interested in adding that at this time.

Question 10: Can we obtain experience that includes, lives, volume, and claims paid by period?

Answer to Question 10: Utilize the claims experience provided in Attachment 12 – Life Paid Claims Report 1.20-6.24 to formulate your response.

Question 11: The census does not have anyone enrolled in the BSCL Class 4 – this benefit is 1 x salary plus \$2500 to a max of \$202,500. Everyone on the census has either a flat \$1000, \$2500 or \$50,000 which aligns with Classes 1,2 & 3 – are we still offering Class 4? If so, is there an updated census that includes Class 4 employees?

Answer to Question 11: The Basic Life Class 4 enrollees can be found under Attachment 9 -SAMP Life Roster.

Question 12: For the OPTL it is only offered to SAMP employees; there are 409 SAMP employees and 409 enrolled in the OPTL – 100% participation in a vol life product so wanted to confirm what the eligible population was.

Answer to Question 12: All SAMP employees are automatically enrolled in the eligible population, and we currently have 409 SAMP employees.

Question 13: The plan design shows rounded up to the next \$50,000 but the volumes on the census aren’t rounded. There are no age reductions so I just want to be sure the census is showing this correctly?

Answer to Question 13: The coverage amounts for Supplemental Life are rounded. Refer to Attachment 10 - SampSuppLifeRoster.

Question 14: We did not receive a full certificate for the LTD coverage. Please provide this so that we may mirror the current plan as closely as possible.

Answer to Question 14: Reference Attachment 5 – LTD All EEs_97478-2.



Question 15: Is the LTD 100% employer-paid?

Answer to Question 15: Yes, this is paid by the employer.

Question 16: Please confirm we are only quoting on 57 eligible employees. Is there a copy of a recent billing statement from UNUM that we can reconcile the census to?

Answer to Question 16: The group does not receive invoices since they are self-billed. The submitted censuses act as supporting documentation for payment.

Question 17: Are 2025 renewal rates available?

Answer to Question 17: Yes, there are no changes to the rates for life insurance, supplemental life insurance, or LTD.

Please note: The ten (10) day deadline for submitting questions is now closed and no further questions will be responded to

End of Questions and Answers

All other dates and terms and conditions remain the same in this Request for Proposal.

End of Addenda