

The State Bar of California

**Employee Benefits Consulting Services**

**Request for Proposal: Questions and Responses**

1. What has prompted the State Bar to issue an RFP for Benefits Consulting Services at this time? Is there anything going on at the State Bar that is driving this RFP process? Have there been any service-related problems with the current broker/consultant?

*As indicated in the RFP, the State Bar is required by policy to competitively bid contracts in excess of \$50,000. The existing broker/consultant contract is up for expiration.*

2. Who is the current employee benefits broker/consultant for the State Bar of California?

*Aon Consulting Services*

3. How long has the State Bar worked with the current broker/consultant?

*Services were contracted for 3 years.*

4. Over the past two plan years, how much has the State Bar paid for employee benefits brokerage/consulting services?

*No answer – see RFP Questions/Answers as of 4/27/2007.*

5. Over the past two plan years, can you estimate the average number of brokerage/consulting hours spent servicing the State Bar's account?

*No.*

6. Are there any specific benefit areas in which the State Bar would like to see enhancements or benefit changes made?

*We anticipate continuing to offer our employees a suite of health and insurance plan offerings in the most cost effective manner available that satisfactorily serves their individual and family's needs.*

7. How many retirees are covered under the State Bar's employee benefits program? How many are early retirees and how many are post-65 retirees?

*The State Bar covers executive retirees who become eligible for retiree benefits at age 50. The number of retirees will not be published separately at this time, however it is included in the total number of 630 budgeted employees eligible for health insurance benefits.*

8. Are any plans besides medical and dental available to retirees?

*No.*

9. Who pays the cost for retiree coverage (100% paid by the State Bar, 100% retiree-paid, shared responsibility)? If shared, what percentage is paid for by the State Bar?

*The full cost (100%) of medical and dental insurance premiums are paid by the State Bar to cover eligible executive retirees.*

10. Are active and retiree costs blended (i.e., retirees pay based on the same rates as actives) or are the retirees and actives rated separately?

*The insurance cost for Retirees over-65 is rated separately.*

11. The RFP makes no mention of communications consulting services. Can you confirm that communications consulting is not required?

*The communications provided to employees regarding the benefit plan offerings are developed, drafted, produced and delivered by State Bar staff. The benefit broker/consultant has sometimes provided assistance with recommendations to text and editing the communication documents.*

12. If communications consulting services are needed, can you be specific regarding the communications pieces you are using now and what you anticipate using in future years? To what extent are electronic communications used, and is this an area that the State Bar is interested in developing further? Please clarify the Consultant's role with respect to the development and/or production of the State Bar's employee benefits communications (e.g., drafting, editing, designing, printing, delivery, etc.).

*This is currently not an anticipated need or expectation of the consultant.*

13. On page 4 of the RFP, it mentions semi-annual account review meetings to include review of "contract benchmarks" and "rate-escalations." Can you clarify what you mean here? Are you referring to carrier performance standards/metrics and anticipated carrier rate increases, or something altogether different?

*This means that we require a mid-year report from the broker/consultant of anticipated changes or rate increases that may be due to utilization and/or performance measurements or other issues that influence cost changes.*

14. On page 9 of the RFP, it makes mention of assistance with "union negotiations as required." Can you indicate how many of your employees are unionized and which unions they are members of?

*The State Bar recognizes Social Services Union Local 535, SEIU as the official union business agent to represented employees, which make up approximately 80% of the State Bar workforce.*

15. Does the State Bar outsource any HR management/benefit administration functions at this time? If so, what services and who are the current vendors? How long have they served the State Bar?

*The State Bar does not outsource any HR management/benefit administration functions.*

16. Can you provide detailed descriptions of the current benefit plan offerings (e.g., deductibles, coinsurance levels, copays, covered benefits, etc.)

*The current benefit plan offerings are indicated in the RFP on page 9. III. STATEMENT OF WORK. Further detail regarding plan details, design including deductibles, copays and covered benefits will not be made available for the purpose of responding to this RFP. The State Bar contributes 80% of the insurance cost to bargaining unit employees.*

17. Can you provide the number of employees enrolled in each plan option and the annual premiums for each plan option and type (e.g., medical, dental, vision, disability, life insurance, EAP, FSA, etc.)?

*The detail requested here will not be provided due to the proprietary nature of the information.*

18. What are the current funding arrangements for each of the benefit plans provided (e.g., fully insured and 100% pooled; fully insured and experience-rated; fully insured, experience-rated, and dividend-eligible; self-insured (with or without reinsurance), etc.)?

*The State Bar Funds 80% of the insurance contributions for the bargaining unit employees and 100% for executive and confidential staff.*

19. What sort of alternative funding arrangements is the State Bar willing to consider? For example, is self-insurance a consideration?

*We defer to the broker/consultants' expertise as to what alternative may be worthy of consideration. This activity is outside the scope of work stated in the RFP.*