



ADDENDUM

REQUEST FOR PROPOSALS (RFP) #18214

**TOWN OF ROLESVILLE, NORTH CAROLINA
EMPLOYEE BENEFITS PROVIDER**

Issue Date: March 5, 2025

Proposal Due Date: March 19, 2025

We recognize that we will have to provide employee census information in order to receive plan options and coverage quotes. So as not to expose employees' personal information, we will not require a detailed description of plan options, coverage levels, premiums, employer/employee cost-sharing structures, and renewal policies.

Below is a list of questions we have received resulting from the RFP:

- 1. How many employees are currently covered under the town's health plan?** Currently we have 61.5 benefit eligible employees and 3 pre-65 retirees. We will be unifying with our rural fire department effective 7/1/25, and they have 13 employees.
- 2. Given the shortened timeline for this RFP, does the town already have an existing relationship with a broker?** No
- 3. What is the # of eligible employees and the # of Full Time Equivalents to determine segment size?** Currently we have 61.5 benefit eligible employees and 3 pre-65 retirees. We will be unifying with our rural fire department effective 7/1/25, and they have 13 employees.
- 4. Current Census of enrolled employees and dependents.** A census will immediately be provided to the selected broker. It will include active employees, approximately 35 dependents, and 3 pre-65 retirees.
- 5. # of Full-Time Equivalent (FTE) employees from prior calendar year?** 61.5
- 6. Claims Hx if any?** The carrier cannot release claims history because we have fewer than 100 employees.
- 7. II. Scope of Services – Is the Town seeking a bundled solution via one, multi-line carrier, or will stand-alone carriers like dental only, be considered?** Stand-alone carriers are permitted.
- 8. Where do carriers access the RFP documentation, including provider summary / disruption, plan design documents, claims history and census, please?** Human Resources staff will provide the plan design information. The carrier will not release claims experience for groups with fewer than 100 employees. We have 61.5 benefit eligible employees and 3 pre-65 retirees. We will be unifying with our rural fire department effective 7/1/25, and they have 13 employees. Census information will be release immediately to the selected broker.

9. **If possible, please send census data that includes Name, DOB, Gender, Home Zip code, salary/income, class designation if there is one, Current Elections would be a bonus (EE/ES/EC/Family).** A census will immediately be provided to the selected broker. It will include active employees, approximately 35 dependents, and 3 pre-65 retirees.
10. **Copy of your life policy/certificate/SPD.** This information will be provided by Human Resources upon request.
11. **Current census (in excel format) including gender, date of birth, amounts for each line of coverage separately and active/retiree indicator.** A census will immediately be provided to the selected broker. It will include active employees, approximately 35 dependents, and 3 pre-65 retirees.
12. **Basic life and AD&D rates, also please include retiree rates if available.** This information will be provided by Human Resources upon request.