



Consent Item

Date: December 8, 2025

Division: Finance

Subject: RFP #3319-25 Employee Benefits - Third-Party Administrator (TPA)

Background Information:

- Request for Proposal (RFP) #2801-21 Employee Benefits – Third-Party Administrator (TPA) is in the final term of a 5-year term and is set to expire on June 30, 2026.
- The Lewisville ISD Voluntary Employee Benefits Program currently includes:
 - Vision
 - Dental
 - Telehealth
 - Flexible Spending Account
 - Dependent Child Care Accounts
 - Individual Voluntary Life Insurance
 - Legal Services
 - Critical Illness
 - Group Term Life
 - Voluntary Individual Term Life
 - Disability Income
 - Hospital Indemnity
 - Emergency Transport
 - Healthcare Savings Account
- To determine the best value for employee benefits – third-party administrator (TPA) services, Lewisville ISD issued RFP #3319-25 Employee Benefits - Third-Party Administrator (TPA).
- The proposed administration of Lewisville ISD's Internal Revenue Code (IRC) Section 125 Plan would be included in Third-Party Administrator Services. This plan allows electing employees to pay for eligible benefits, such as medical, dental, vision, medical reimbursement, and dependent child-care expense, with pre-tax income, providing a tax-savings opportunity for Lewisville ISD employees.

Administrative Consideration:

- Request for proposal notifications were emailed to 1,545 suppliers, with nine responses received.
- The recommended vendor provided a full proposal response, including all requested services, offering the best value to Lewisville ISD. The vendor is an established Third-Party Administrator with over thirty years of experience, currently servicing 460 Texas school districts and 15 Texas Educational Service Centers.
- If awarded, the contract's effective date would be July 1, 2026. The initial term would be July 1, 2026, through June 30, 2027, with four successive one-year extensions, based on the long-range needs of Lewisville ISD and mutual consent of both parties, not to exceed five years total.
- The related costs of the Third-Party Administrator program are absorbed by commissions that the Third-Party Administrator earns from the secondary insurance options that

Lewisville ISD employees elect to carry. Affordable Care Act (ACA) Tracking and Reporting is included at no additional expense to Lewisville ISD.

Recommendations:

- Lewisville ISD Board of Trustees to approve RFP #3319-25 Employee Benefits - Third-Party Administrator (TPA) for one year with the recommended vendor.

Timeline/Report:

- Term: July 1, 2026 – June 30, 2027