



**GOVERNING BOARD AGENDA ITEM  
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

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**DATE OF MEETING:** March 8, 2011

**TITLE:** Award of Contract Online Employee Benefits Enrollment System Based on Responses to Request for Proposal (RFP) 10-0012

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**BACKGROUND:** Request for Proposal 10-0012 was mailed to vendors providing insurance services registered with the Purchasing Department. The Scope of Work requested a no cost or minimum cost online employee benefits enrollment system to provide 24/7 access for open enrollment, new hires, newly eligible employees, etc. The system should support enrollment in the District's medical, dental, vision, pet insurance, short term disability, life insurance and flexible spending accounts. The vendor in return may offer District Employees voluntary insurance products such as long term elder care, cancer insurance, term life insurance, etc. Five vendors responded, one vendor failed to provide a no cost or minimum cost solution and was not considered for award. The two highest scoring vendors, First Financial Group of America and Aflac provided a webinar detailing their online employee benefits enrollment system and a best & final offer. Please see the enclosed vendor evaluations.

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**RECOMMENDATION:** The Administration recommends the Governing Board approve the Award of Contract to First Financial Group of America.

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**INITIATED BY:**

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Scott Little, Chief Financial Officer

Date: February 28, 2011

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Vicki Balentine, Ph.D., Superintendent

## VENDOR EVALUATIONS:

### Vendor Ranking RFP 10-0012 Online Employee Benefits Enrollment System

	Aflac	American Fidelity	Capital Financial	First Financial
<b>Ability to provide the Desired Features</b> (7) Points Maximum	5	4	3	7
<b>Ease of Use</b> (6) Points Maximum	4	0	2	6
<b>Type/amount of information provided to enable employees to make informed choices on their benefit elections</b> (5) Points Maximum	4	0	2	5
<b>Ability to import and export data and provide for electronic data transfers</b> (4) Points Maximum	2	4	1	4
<b>Types of voluntary products being offered and alignment with current products</b> (3) Points Maximum	3	2	3	3
<b>Security Measures</b> (2) Points Maximum	1	2	0	2
<b>Cost</b> (1) Points Maximum	1	1	1	1
Total Score	20	13	12	28

The Evaluation Committee, Joyce Martin & Deborah Peck, Benefits Office and Pete Burgard, Purchasing recommend the Award of Contract to First Financial Group of America based on their response to Request for Proposal 10-0012.