

QUESTIONS AND ANSWERS

1. We have not been able to locate certain documents referenced in the RFP. We have visited both the Cal eProcure site and the Court's website and we've downloaded Attachments 1-6, Exhibits A and B, and the RFP 20-02 Flexible Spending Accounts document. Page 2 of 6 in the RFP document lists the following in Section 2.0 Description of Goods and/or Services, and states that these will be provided to bidders by USI. How can we obtain the following 4 documents? The USI letter indicates that they are available on the Court's website but we've been unable to locate them there.
 - FSA RFP 20-02 Matrix – MUST COMPLETE
 - TASC FlexSystem Participant Reference Guide
 - TASC FSA Agreement (includes current rate)
 - TASC FSA Plan Summary

An amended RFP was posted yesterday late afternoon to Cal eProcure and the court's website.
2. Page 5 of 6 in the RFP document references "USI required attachments" in Section 8.0 Proposal Contents. Can you please explain what the "USI required attachments" are? **An amended RFP was posted yesterday late afternoon to Cal eProcure and the court's website.**
3. The USI letter identifies A through AA as items that should be included in the Full Detailed Proposal. Item AA is "Waive the binder check if required." Can you please explain what that means? **Some carriers require first month's premium but we are requesting them to waive this requirement if possible.**
4. Please confirm total number of lives: **1,127 Full Time; 14 Part time of which 8 are benefit eligible.**
5. Is the 1,050 the number of benefit eligible lives? **Yes for FSA.**
6. Is the Court interested in seeing a quote for COBRA, HSA, HRA or Commuter to consolidate all lines with proposing vendor? **This RFP is specifically for health care and dependent care FSA plans.**
7. Open Enrollment fairs- how many locations and how many days are held? **There are approximately 9 events held on 9 separate days. The Court schedules the events to capture the lunch hours.**
8. Who is Superior Court utilizing for the ben admin/ HRIS file vendor? **The Court utilizes Shared Services in Sacramento. Shared Services works exclusively with the Superior Courts system.**
9. Who are the carriers? **TASC is the current administrator. Currently medical: Blue Shield/Kaiser; dental is Delta Dental; vision is Eye Med; EAP is ACI.**
10. How likely is the Court to move the FSA this year? **This is a competitive bidding process. Award, if made, will be to the highest scored proposal.**
11. Are you able to share who else is included in the marketing? **No.**

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12. Are you able to share what Superior Court is currently paying for FSA with TASC?
Reference Exhibit C2 – TASC Agreement.
13. Reason for marketing? **To improve response to the competitive bid posting.**
14. What is the claims funding arrangement and frequency of funding between the Court and P&A? **Frequency to successful Bidder is per pay period; 26 pay periods.**
15. Will the vendor have ACH access to a Court bank account for claims? If not, will prefunding be provided? **TASC currently has access to withdraw funds ACH from the Court's account. No prefunding will be provided.**
16. Will the Court supply the vendor with a payroll file of actual FSA payroll deductions? If so, will the Court conform to the vendor file specs? **It depends on the vendor's specifications – these will need to be reviewed by Shared Services. Your specifications should be included in your proposal for review.**
17. Will the Court provide an electronic open enrollment and ongoing file for new hires, terminations and changes? If so, will the Court conform to the vendor file specs? **It depends on the vendor's specifications – these will need to be reviewed by Shared Services. Your specifications should be included in your proposal for review.**
18. How many employees are eligible to participate in the FSA? **Reference USI Marketing Letter under background.**
19. When is Open Enrollment? **November.**
20. How many onsite enrollment meetings will be required/expected and at how many different locations? **Based on last year; 9 events.**
21. Is the current debit card process compliant with IRS regulations? **The Court secures administrative services with vendors who state they follow IRS regulations.**
22. Please provide details of the card processing parameters? **The Court provides the copays for the vendors then TASC programs them in their system.**
 - a. Are there any processing parameters in use that are not specifically allowed by IRS regulations? If so, please describe.
23. Is the Court supportive of the IRS requirement that employees submit backup documentation to substantiate certain card transactions? **The Court complies with all IRS employer requirements.**