

MONTGOMERY COUNTY PUBLIC SCHOOLS

Expanding Opportunity and Unleashing Potential

DIVISION OF PROCUREMENT

February 9, 2024

RFP Number: 4193.5
Due Date: March 5, 2024
Open Time: 2:00 p.m.

To: Prospective Offerors:

Montgomery County Agencies (MCA) are seeking proposals from qualified insurance carriers to provide basic life, basic AD&D, supplemental life and dependent life for their active employees and retirees effective January 1, 2025.

Vendors who intend to respond shall notify Angela McIntosh-Davis via e-mail, [Angela S McIntosh-Davis@mcpsmd.org](mailto:Angela.S.McIntosh-Davis@mcpsmd.org) by February 14, 2024. **Bidders will not receive experience data, or census files, until an intent to bid is provided and MCPS has confirmed that you meet the qualifications.** Questions are due via e-mail by close of business February 19, 2024. The Division of Procurement will send responses to vendor questions via e-mail February 22, 2024.

Proposals must be received on or before 2:00 p.m., on March 5, 2024. Proposals received after this date and time will not be considered. Proposals must be delivered in a sealed opaque envelope with the RFP number, opening date and opening time indicated in the lower left corner of the envelope. Proposals must be marked on cover pages of each with **“ORIGINAL”** and **“COPIES”**. Proposals are to be delivered to Montgomery County Public Schools, (MCPS), Division of Procurement, 45 W. Gude Drive, Suite 3100, Rockville, Maryland 20850.

The provider must submit one (1) printed originals and four (4) printed copies of their proposal along with a USB drive that includes one (1) electronic copy and (1) redacted copy. **The proposal must be signed by an official having authority to contract with MCPS.** The firm and official's name shall be used. This solicitation does not commit the district to pay any costs incurred in the submission of proposals or guarantee that an award will be made.

In addition, (1) electronic version of your submission proposal should be sent by email to Meggan Marsjanik and Brandon Szalajda, of Aon at meggan.marsjanik@aon.com and brandon.szalajda@aon.com.

In the event of emergency closing of Board of Education offices, this RFP will open at the same time on the next regular working day.

Sincerely,



Angela McIntosh Davis, Director
Division of Procurement

AMD
Enclosure