

**Department of Materials Management
Division of Procurement
MONTGOMERY COUNTY PUBLIC SCHOOLS
45 W. Gude Drive, Suite 3100
Rockville, Maryland 20850**

August 5, 2022

NOTICE TO BIDDERS

**The following are questions and responses regarding
RFP No 4949.1, Benefit Carrier Enrollment Data Exchange Solution**

Question 1: In the submittal instructions it asks for a 'redacted' copy. What does this refer to – what material should be redacted from our primary response?

Answer: For the redacted version, please use a redaction tool, if you can to black out information that is either confidential or proprietary. If you do not have the technology, please clearly indicate on the page any information that is considered confidential or proprietary. Under acts such as the Freedom of Information Act (FOIA) or Maryland's Public Information Act (PIA), MCPS will respond to such requests and provide information to requestors. For additional information, refer to:

- <https://www.foia.gov/faq.html>
- <https://www.marylandattorneygeneral.gov/Pages/OpenGov/pia.aspx>

Question 2: For security purposes all company laptops and PC's are prohibited from inserting a flash drive. Are we ok to submit our response without including a version on a USB drive? Perhaps I can securely email you a Zip file of our response so you have an electronic version – I have no way of getting a copy onto a USB drive

Answer: No. Refer to "SECTION 4 – GENERAL INSTRUCTIONS" of the RFP.

Question 3: Our pricing model is different from the format requested in the "Cost" spreadsheet – are we ok to include our pricing model in the "Other" tab of this spreadsheet? Our solution is a 'service' vs time and materials, software fee etc.

Answer: MCPS may consider such pricing model. You can provide such pricing information in a clear, detailed, and properly formatted manner in a separate document named "ATT_14_Cost_Alternative". No footnotes, endnotes, or fine prints. Such information should be submitted in Microsoft Word, Excel, or in PDF format.

Question 4: In section 4 on page 1, the Employee count is described as 24,589; some of the feeds listed in Table 2 show 60K+ as the Employee count. Does the "EE count" in Table 2 include dependents? If not please explain the discrepancy in the numbers provided.

Answer: The information in page 4 is "About MCPS" based on data published in Fiscal Year 2021. When responding to this RFP, use employee count from "Table 2".

Question 5: Interface for "Medical and Dependent FSA Annual Election Data" is shown as "Inbound" - is this correct? If so, who is the submitter of the data?

Answer: Benefit Strategies

Question 6: How are employees currently enrolling in Benefits?

- Is it all online?
- Any paper enrollment processes

Answer: Online. No paper enrollment.

Question 7: How are Retirees enrolling. Updating their elections currently

Answer: Online.

Question 8: What systems are being used to management employee and retiree benefits enrollment?

Answer: Infor-Lawson benefits module.

Question 9: Is Infor(Lawson) currently being used for any benefits administration services

Answer: No

Question 10: Within the Oracle Cloud solution does MCPS plan on using the Oracle Advanced Benefits (OAB) module?

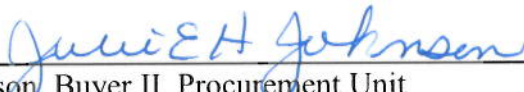
Answer: To be determined.

Question 11: Would MCPS consider a separate benefit enrollment solution that would be integrated with Oracle to use during this transition process or ongoing?

Answer: No.

Question 12: [Vendor] has considerable experience providing full benefits administration software and services to employers that use Oracle. With these clients we integrate with Oracle to exchange demographic and payroll deduction data, we manage eligibility, enrollment as well as exchange data with carriers. Would MCPS consider [Vendor] for full Benefits Administration that would include the data exchange requirement of this RFP?

Answer: No



Julie E. Johnson, Buyer II, Procurement Unit

Please indicate your acceptance of this notice by signing below and returning with your RFP or under separate cover.

Accepted:

Name and Title

Company Name

JEJ
Copy to: RFP File