

October 27, 2015

e. Acceptance and approval of schedule of premiums/fees (as approved by CC) and attached hereto as 2016-2017 Coverage Summary for Property and Casualty Insurance Policies awarded in the total amount of \$ 2,384,240 effective January 01, 2016 through January 01, 2017 with authority to purchase.

On motion by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, seconded by COMMISSIONER PCT. 3, JOE FLORES, the Court made a UNANIMOUS vote of approval.

Vote: 5 - 0 - Unanimously

Commissioner Cuellar stepped away from the meeting.

Mr. Valde Guerra requested to be the one appointed to sign off all the required documents for said policies and services in connection to Item.23.A.2.D.

- 3. AI-51594** a. Reject the sole proposal received [incomplete] for: "Section and COBRA Administration Services [Only]" and, if approved;

Ms. Salazar clarified the reason they are requesting to reject is because the submission was incomplete.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 3, JOE M. FLORES, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 – Unanimously

b. Requesting authority to exercise Hidalgo County's to renew with UnitedHealth Care a one (1) year extension under the same rates, terms and conditions [as provided under the original RFP award in 2013] for "Section ... and COBRA Administration Services" with renewal/extension effective January 1, 2016 through December 31, 2017.

Correction: From 1 year renewal to 2 years.

The original 2013 award was a 5 year term with a 3 year rate guarantee, this is now the second part of the original award. They are providing the county with the rates from the last 2 years of that initial 5 year term.

Commissioner Cuellar joined the meeting.

Mr. Eufrazio approached the court to explain that there's no need to renew since it is a 5 year contract. Ms. Salazar explained to him that this is not a renewal but a simple acceptance of the fees for the last 2 years. She emphasized that the vendor has agreed in writing that it will be for the last 2 years of the original 5 year engagement.

On motion by COMMISSIONER PCT. 3, JOE M. FLORES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 5 - 0 - Unanimously

APPROVED

AI-51594

Purchasing Department

23. A. 3.

CC - REGULAR

Meeting Date: 10/27/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Sandra Montalvo, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

a. Reject the sole proposal received [incomplete] for: "Section and COBRA Administration Services [Only]" and, if approved;

b. Requesting authority to exercise Hidalgo County's to renew with UnitedHealth Care a one (1) year extension under the same rates, terms and conditions [as provided under the original RFP award in 2013] for "Section ... and COBRA Administration Services" with renewal/extension effective January 1, 2016 through December 31, 2017.

BACKGROUND

Fiscal Impact

FISCAL YEAR:

ACCT. #:

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

DBM will identify and appropriate the funding source for this expenditure.

Attachments

email from DBM-Employee benefit Division

Renewal Term of RFP

Correspondence from UHC

Form Review

Inbox

Reviewed By

Date

Purchasing Department	Marty Salazar	10/23/2015 03:30 PM
Purchasing Department	Marty Salazar	10/23/2015 03:30 PM
Budget & Management	Veronica Ortiz	10/23/2015 03:36 PM
Auditor's Office	Monica Badillo	10/23/2015 07:16 PM
Form Started By: Sandra Montalvo		Started On: 09/29/2015 02:55 PM
Final Approval Date: 10/23/2015		

HIDALGO COUNTY

**SECTION 125-VOLUNTARY
INSURANCE PRODUCTS
EXHIBIT "A"**

**REQUIREMENTS/SCOPE OF SERVICES
AND PLAN FORMS**

RFP NO.: 2012-145A-01-16-CGA

**Purchasing Department
DUE DATE OF: JANUARY 16, 2013**

NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY PROPOSAL RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF EXPRESS SEALED ENVELOPE OR SEALED PACKAGE WITH THE FOLLOWING REFERENCE: RFP NO. 2012-145A-01-16CGA – "SECTION 125 VOLUNTARY INSURANCE PRODUCTS".

Contents: The required contents for the RFP are presented below in the order they should be incorporated into the submitted document.

UNDERSTANDING THE PROJECT: This section should demonstrate the submitter's understanding of the project needs, the work required, and any local issues or concerns. This description should be concise, candid, and limited to 3 pages in length.

Personnel and Staffing: The firm should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel with detailed description of the level of commitment to servicing the account, including the bilingual staffing accommodations. There is a one (1) page limitation for each biographic summary provided.

Hidalgo County prefers an office located within Hidalgo County. (physical location, address and telephone number to be specified)

Required Certifications and Submittal: This section will contain any licenses (current) and certifications as required by the Texas Department of Insurance. Hidalgo County requires proposers to include copies of their Professional Liability Insurance as stated in Exhibit C herein.

DURATION OF CONTRACT: The initial term of the contract shall be for a five (5) year term with a (3) year rate guarantee. In addition, any renewal must be delivered to the County of Hidalgo ninety (90) days prior to renewal. Hidalgo County has the option to renew for an additional one (1) year under the same rates, terms and conditions. Hidalgo County reserves the right to continue the awarded proposals under the same rates, terms and conditions for an additional sixty (60) day Grace Period at the end of the contract term in the event new providers have not been awarded.

All costs and expenses associated with the preparation and submission of proposals shall be the responsibility of the vendor and no reimbursement for such charges or expenses shall be passed onto Hidalgo County, Hidalgo County Drainage District #1 or Hidalgo County Appraisal District and any other applicable programs and agencies under Hidalgo County.

SCOPE OF SERVICES: Hidalgo County is requesting sealed proposals from insurance carriers to provide all the "Section 125 Voluntary Insurance Products" to the employees and employees' dependents. Hidalgo County is requesting proposals equal to or better than current services/products for County of Hidalgo, Hidalgo County Drainage District No. 1 and/or Hidalgo County Appraisal District, including, but not limited to, the following:

2. **WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE OR VIA EMAIL TO cris.villarreal@co.hidalgo.tx.us, BY NO LATER THAN Wednesday, January 9, 2013 at 5:00 P.M. at (956) 318-2629. Responses will be sent to all applicants via facsimile by Friday, January 11, 2013. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**
3. HIDALGO COUNTY reserves the right to provide copies of all correspondence relevant to this assignment to interested participants.

D. Time Frame

1. The RFP requirements and/or specifications will be available to interested parties on/after, **Friday, January 4, 2013 at 3:00 P.M.**

Hidalgo County Purchasing Department
 New Administration Building
 2802 S. Business Hwy. 281
 Edinburg, Texas 78539

2. The sealed envelopes and/or sealed packages will be opened in public at **9:30 a.m. on JANUARY 16, 2013**. The sealed envelopes and/or sealed packages shall be opened in a manner to avoid disclosure of contents to competing vendors and the contents shall be kept confidential during the process of proposal negotiations.
3. The parties submitting the selected proposal will be notified on or about February, 2013, of Hidalgo County's decision.
4. Contract effective dates are as follow:
 - a. Year of 2013----- April 1, 2013; 04/13 to 12/31/13
 - b. Year of 2014----- January 1, 2014; 01/01/14 - 12/31/14
 - c. Year of 2015----- January 1, 2015; 01/01/15 - 12/31/15 ←
 - d. Year of 2016----- January 1, 2016; 01/01/16 - 12/31/16
 - e. Year of 2017----- January 1, 2017; 01/01/17 - 12/31/17

E. Proposals

1. Each party submitting a proposal is asked to screen their designated proposals for correctness and compliance with the specifications. A good understanding of your products is a must. A narrative summary of all deviations from the RFP specifications is required as part of your proposal (if applicable). A detailed explanation and description of price quotation deviations should be submitted as well.
2. Requests for interpretation of the requirements will be provided by Flora Vazquez, Employee Benefits Director. All such responses will be made in writing. Oral explanations will not be binding.

Zimbra**yvette.salinas@co.hidalgo.tx.us**

Fwd: UHC - COBRA SERVICES RENEWAL

From : Darlene H. Betancourt
<darlene.betancourt@co.hidalgo.tx.us>

Tue, Aug

Subject : Fwd: UHC - COBRA SERVICES RENEWAL

To : Yvette Salinas <yvette.salinas@co.hidalgo.tx.us>

Yvette,

This is additional information related to 1 year renewal for Cobra Admini

Darlene H. Betancourt, CPPB
Hidalgo County Purchasing Department
2812 S. Business Hwy. 281
Edinburg, TX. 78541
956-292-7000 x-4852

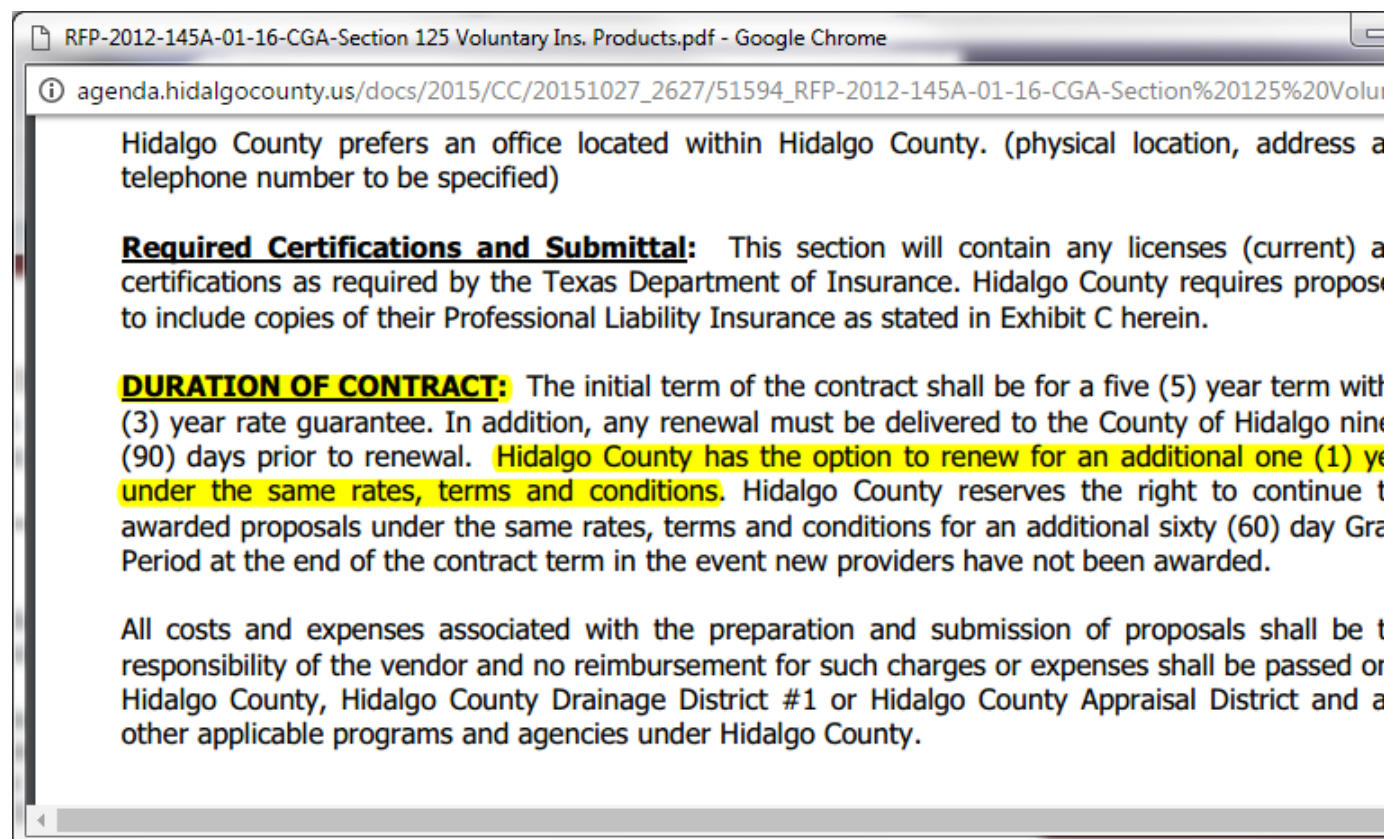
From: "Angelica Tapia" <angelica.tapia@co.hidalgo.tx.us>
To: "Darlene H. Betancourt" <darlene.betancourt@co.hidalgo.tx.us>
Cc: "flora.vazquez" <flora.vazquez@co.hidalgo.tx.us>
Sent: Friday, April 28, 2017 2:39:38 PM
Subject: UHC - COBRA SERVICES RENEWAL

Hi Darlene,

Thank you very much for the reminder on this service agreement. Please start the renewal process for 2018. As advised, please clarify AI-51594 needed) the continuation of the 2013 agreement.

Thank You,

Angélica



RFP-2012-145A-01-16-CGA-Section 125 Voluntary Ins. Products.pdf - Google Chrome

agenda.hidalgocounty.us/docs/2015/CC/20151027_2627/51594_RFP-2012-145A-01-16-CGA-Section%20125%20Volu

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All costs and expenses associated with the preparation and submission of proposals shall be t responsibility of the vendor and no reimbursement for such charges or expenses shall be passed or Hidalgo County, Hidalgo County Drainage District #1 or Hidalgo County Appraisal District and a other applicable programs and agencies under Hidalgo County.

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AI- 51594 Purchasing Department

CC - REGULAR

Meeting Date: 10/27/2015

Submitted For: Marty Salazar **Submitted By:** Sandra Montalvo, PURCHAS

Department: PURCHASING DEPT.

Information

CAPTION

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MATCHING F

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DBM will identify and appropriate the funding source for this expenditure.

Attachments

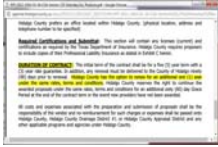
- [email from DBM-Employee benefit Division](#)
- [Renewwal Term of RFP](#)
- [Correspondence from UHC](#)

Form Review

Inbox	Reviewed By	Date
Purchasing - Internal	Marty Salazar	10/23/2015 03:30 PM
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Form Started By: Sandra Montalvo **Started On:** 09/29/2015 02:55 PM

Final Approval Date: 10/23/2015



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197 KB



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368 KB

C-15-410-10-27-UNITED HEALTHCARE-COBRA ADMINISTRATIVE SERVICES-HC.pdf



4 MB

Zimbra

evangelina.garcia@co.hidalgo.tx.us

Fwd: UCH EXECUTED CONTRACT COPY

From : Sandra Montalvo <sandra.montalvo@co.hidalgo.tx.us>
Subject : Fwd: UCH EXECUTED CONTRACT COPY
To : Evangelina Garcia <evangelina.garcia@co.hidalgo.tx.us>
Cc : Darlene H. Betancourt <darlene.betancourt@co.hidalgo.tx.us>

Thu, Oct 08, 2015 08:08 AM
📎 2 attachments

fyi....

From: "Angeles Hernandez" <angeles_hernandez@uhc.com>
To: "Angelica Tapia" <angelica.tapia@co.hidalgo.tx.us>
Cc: "Sandra Montalvo" <sandra.montalvo@co.hidalgo.tx.us>
Sent: Thursday, October 8, 2015 8:01:12 AM
Subject: RE: UCH EXECUTED CONTRACT COPY

Angelica,

No UHC doesn't issue a contract for COBRA services only send out the COBRA fees agreement. I request the copy from the billing person and get it to you today. The one for 2013 & 2014.

Thanks,

Angeles Hernandez | COBRA/Direct Bill Client Service Consultant
UnitedHealthcare Benefit Services
OptumHealth Financial Services
T 502-318-1925
angeles_hernandez@uhc.com | unitedhealthgroup.com

Our United Culture The way forward
Integrity | Compassion | Relationships | Innovation | Performance

From: Angelica Tapia [mailto:angelica.tapia@co.hidalgo.tx.us]
Sent: Wednesday, October 07, 2015 4:03 PM
To: Hernandez, Angeles
Cc: Sandra Montalvo
Subject: Re: UCH EXECUTED CONTRACT COPY
Importance: High

Hi Angeles,

Would you happen to have something on file, a pdf copy, that might have been sent back in 2013? As this document has today's date. Normally, UHC doesn't issue a contract for COBRA administration services?

Thank You,

Angélica M. Tapia
Health Benefits Accountant IV
Hidalgo County DBM Employee Benefits Division
2818 S. Business Hwy 281
Edinburg, TX 78539
Ph (956) 292-7025 x5415
Fx (956) 292-7029

From: "Angeles Hernandez" <angeles_hernandez@uhc.com>
To: "Angelica Tapia" <angelica.tapia@co.hidalgo.tx.us>
Sent: Wednesday, October 7, 2015 2:37:39 PM
Subject: RE: UCH EXECUTED CONTRACT COPY

Angelica,

Please see attached, the other document was the one saved in the original document Client Detail Brief but just got this updated from our Billing analyst.

Thank you,

Angeles Hernandez | COBRA/Direct Bill Client Service Consultant
UnitedHealthcare Benefit Services
OptumHealth Financial Services
T 502-318-1925
angeles_hernandez@uhc.com | unitedhealthgroup.com

Our United Culture The way forward
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From: Angelica Tapia [mailto:angelica.tapia@co.hidalgo.tx.us]