



Broward County

Legislation Text

File #: 22-1331, Version: 1

Broward County Commission Regular Meeting

Director's Name: George Tablack

Department: Finance and Administrative Services **Division:** Human Resources

Information

Requested Action

A. MOTION TO REJECT all proposals for Request for Proposals (RFP) No. GEN2124146P1, Third Party Administration of Health Savings, Health Reimbursement, and Flexible Spending Accounts.

(Transferred to the Consent Agenda.)

ACTION: (T-10:42 AM) Approved.

VOTE: 8-0.

B. MOTION TO APPROVE Fourth Amendment to Agreement between Broward County and PayFlex Systems USA, Inc., for Third Party Administration of Employee Health Reimbursement, Flexible Spending, and Health Savings Accounts for Broward County Employees (RFP No. R1223432P1), extending the term of the Agreement for one year beginning January 1, 2023, and ending December 31, 2023, with no change in premium rates; and authorize the Mayor and Clerk to execute same.

(Transferred to the Consent Agenda.)

ACTION: (T-10:42 AM) Approved.

VOTE: 8-0.

Why Action is Necessary

Motion A. In accordance with the Broward County Procurement Code, Section 21.39, the Board may reject all responses to a solicitation where the issuance of the solicitation was approved by the Board.

Motion B. In accordance with the Broward County Procurement Code, Section 21.53(d), contracts for supplies or services may not be entered into for more than five years without the express consent of the Board.

What Action Accomplishes

Motion A. Rejects all proposals under Request for Proposals (RFP) No. GEN2124146P1 and allows for solicitation of a new RFP.

Motion B. Extends the current agreement term for County-paid Third Party Administration of Health

Reimbursement, Flexible Spending, and Health Savings Accounts through December 31, 2023.

Is this Action Goal Related

No

Previous Action Taken

None.

Summary Explanation/Background

THE FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT AND THE HUMAN RESOURCES DIVISION RECOMMEND APPROVAL OF THE ABOVE MOTIONS.

To prepare for calendar year 2023, staff seeks Board approval to reject all proposals for Request for Proposals (RFP) No. GEN2124146P1, Third Party Administration of Health Savings, Health Reimbursement, and Flexible Spending Accounts; and to extend for one year the current agreement with PayFlex Systems USA, Inc. for Third Party Administration of Health Reimbursement, Flexible Spending, and Health Savings Accounts.

On September 23, 2014 (Item No. 26), the Board approved a five-year agreement (January 1, 2015 through December 31, 2019) between Broward County and PayFlex Systems USA, Inc.

On August 20, 2019 (Item No. 69B), the Board approved a one-year extension (January 1, 2020 through December 31, 2020) to the agreement between Broward County and PayFlex Systems USA, Inc.

On June 2, 2020 (Item No. 28B), the Board approved a one-year extension (January 1, 2021 through December 31, 2021) to the agreement between Broward County and PayFlex Systems USA, Inc. due to COVID-19 and the transition to PeopleSoft's Human Capital Management system.

On June 15, 2021 (Item No. 54B), the Board approved a one-year extension (January 1, 2022 through December 31, 2022) to provide staff additional time to complete the RFP process and transition to a new vendor.

Motion A requests to reject all responses to RFP No. GEN2124146P1, Third Party Administration of Health Savings, Health Reimbursement, and Flexible Spending Accounts, due to anomalies with responses and time needed to transition to a new vendor. The transition period, should a new vendor be selected, is a minimum of 90 days to allow time to reconcile and close out accounts, exchange test files with new vendor in preparation for transfer of balances, liquidation of Health Savings Account investment accounts, collection and submittal of Trustee to Trustee transfer forms for Health Savings Account members in advance of funds being transferred from current vendor to the new vendor.

Motion B seeks a one-year extension from January 1, 2023 through December 31, 2023, with no change in premium rates paid by the County. This will provide staff time to revise the RFP to address significant confidentiality, proprietary and trade secret submissions in the proper format; complete the RFP process; and have a signed agreement in place for open enrollment for calendar year 2024 (Exhibit 1).

Source of Additional Information

David Kahn, Director, Human Resources Division, 954-357-6005

Fiscal Impact

Fiscal Impact/Cost Summary

Motion A. There is no fiscal impact.

Motion B. The funding source for the County-paid Administration Fees for the spending/reimbursement accounts for active employees is paid through Fund No. 50025-35652010-512705 at an estimated annual cost of \$179,000.