

**OREGON SCHOOL BOARDS ASSOCIATION
EMPLOYEE BENEFITS INSURANCE TRUST**

REQUEST FOR PROPOSALS FOR ACTUARIAL VALUATION SERVICES

RFP #2006-05-08

June 7, 2006

LEGAL NOTICE

Oregon School Boards Association Employee Benefits Insurance Trust (EBIT) will receive sealed proposals until **Thursday, July 13, 2006, 2:00 p.m.** to provide **Actuarial Services** in conjunction with the requirements of valuing "other post-employment benefits" in accordance with the Governmental Accounting Standards Board (GASB) Statements 43 and 45.

Pursuant to ORS 279A.200(2) and 279A.215 which allow permissive cooperative procurements, those school districts, education service districts and community colleges that are eligible to participate in the EBIT program but choose not to, would be allowed to contract separately with the selected firm under the terms that result from the response to this RFP. It is EBIT's expectation that the group purchasing method for these services will provide EBIT, its members and other school districts, education service districts and community colleges with a more favorable rate than they would be able to achieve on their own.

Proposals may be obtained from and filed with the Oregon School Boards Association EBIT, 1201 Court Street NE Suite 400, PO Box 1068, Salem, Oregon 97308-1068.

EBIT will publicly open proposals at the above location, immediately after the filing deadline. Proposers who attend the opening will be informed only of the names of the proposers submitting proposals. No other information will be made available at this time.

EBIT reserves the right to reject any proposal not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all proposals upon a finding of the EBIT it is in the public interest to do so.

No proposal will be received or considered by the EBIT unless the bid contains a statement as to whether the bidder is a resident bidder, as defined in ORS 279A.120.

Angie Peterman, Director of Administrative Support Services

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**REQUEST FOR PROPOSALS FOR
HEALTH BENEFITS ACTUARIAL CONSULTING SERVICES
RFP #2006-05-08**

SECTION 1 - INTRODUCTION

A. Purpose of Request

The purpose of this Request for Proposals (RFP) is to solicit proposals from qualified health benefits actuaries to provide actuarial services to the Oregon School Boards Association Employee Benefits Insurance Trust (EBIT) and its employer-members. These actuarial services are for the purpose of valuing “other post-employment benefits” in accordance with Governmental Accounting Standards Board (GASB) Statements 43 and 45. It is the intent of EBIT to evaluate all proposals and ultimately engage the services of an actuarial firm to perform the specific services identified in the attached Scope of Work section.

Pursuant to ORS 279A.200(2) and 279A.215 which allow permissive cooperative procurements, those school districts, education service districts and community colleges that are eligible to participate in the EBIT program but choose not to, would be allowed to contract separately with the selected firm under the terms that result from the response to this RFP. It is EBIT’s expectation that the group purchasing method for these services will provide EBIT, its members and other school districts, education service districts and community colleges with a more favorable rate than they would be able to achieve on their own.

B. Background Information Regarding EBIT

The EBIT is an unincorporated entity (Trust) created by the Oregon School Boards Association (OSBA) in 1966 for the purpose of providing various insurance coverages for the benefit of its member districts.

In 1984 the Trust’s premium rates exceeded the amount necessary to cover expenses so the Trustees established a rate stabilization fund. When premiums collected exceed the cost of claims and expenses, the service provider returns excess payments to the Trust under an Experience Refund Arrangement. The Trust then uses those funds to lower rates to its members, provide additional benefits to the members or to stabilize significant fluctuations in rates.

The EBIT is governed by a Board of Trustees appointed by the OSBA Board of Directors. All members of OSBA are eligible to participate in the EBIT program.

The EBIT operates as a group purchasing program, providing some combination of medical, dental, vision, life, and disability coverage to approximately 33,900 employees and retirees in 212 school districts, education service districts and community colleges.

Through this RFP, EBIT is seeking to engage a health benefits actuarial firm to perform the actuarial studies and calculations necessary for EBIT’s members and other school districts, education service districts and community colleges to comply with the reporting requirements of GASB 43/45.

We believe that EBIT is an “agent multiple employer” plan under GASB 43/45, but the actuary is expected to determine the approach that will assure compliance with GASB 43/45. EBIT and program participants will provide the data necessary for the required calculations. Those school districts, education service districts and community colleges that are eligible to participate in the EBIT program but choose not to, will be given the information regarding the successful submission. It is anticipated that the firm awarded the

contract through this RFP will allow these eligible non-member districts and community colleges to enter into individual agreements under the same terms of the contract between EBIT and the successful Proposer.

Those EBIT participants that wish to seek an actuary separately will be allowed to opt out of the EBIT-sponsored actuary program. However, those eligible member districts and community colleges that choose to opt out may be given minimal demographic, enrollment, claims, and plan data as the EBIT does not provide specific rating information on an individual employer basis.

SECTION II: SCOPE OF WORK

A. Background and General Requirements

In order to comply with the financial reporting requirements and assess the financial impact of GASB Statements No. 43 and 45, the EBIT is seeking the services of a qualified and experienced actuarial firm. Specifically, GASB 43 and 45 profile the liability measurement and disclosure requirements for “Other Post-Employment Benefits” (OPEB) plans. OPEB refers to medical, dental, vision and other healthcare-related benefits provided to terminated or retired employees and their dependents and beneficiaries. The employer-members of the EBIT will be required to comply with GASB 43 and 45 as early as the 2007-08 fiscal year.

As of March 1, 2006, the EBIT provides health benefits to approximately 212 school districts, education service districts and community colleges. EBIT covers approximately 33,900 active or retired employees and an additional 54,500 dependents. The employee group consists of 5,200 retirees and 28,700 active members. Retiree coverage terminates when the individual reaches the age of 65. There are also 712 COBRA participants in the current population.

The health plans offered include: Regence Blue Cross/Blue Shield Traditional and PPO indemnity medical/Rx plans; indemnity dental plans; and vision coverage. Within the program, participating districts may choose the health plan(s) they wish to offer to employees; depending on their size, members may offer multiple medical or dental plans from which employees can choose. Rates for each indemnity medical/dental/vision plan are set based on the total revenue to be achieved, and then allocated among the plans based on the relative value of the benefits to the richest plan of its type.

The EBIT complies with ORS 243.303 which requires local governments to offer pre-Medicare retirees the same plans that they had as employees. Rates for the retirees population may not be calculated separately from the active group. Claims experience for active and retired employees is tracked separately.

The full cost of retiree premiums are generally paid by the retiree, however, a few member employers subsidize a portion of the cost of retiree health coverage.

It is our understanding that the vast majority of EBIT employers fund their benefit costs on a pay-as-you-go basis.

Within the EBIT population, the indemnity claims experience is pooled for member employers. Individual employer experience or demographics are not considered in developing the pooled rates. Please see Attachment VI for a list of the plans offered as of October 1, 2005.

All premium contributions made by employers are directed to Regence BlueCross/BlueShield of Oregon as the administrator of the program. Claims are then paid and any surplus ultimately distributed to the EBIT where the surplus is held. As of March 1, 2006, the trust’s reserves total approximately \$50,000,000. The reserves are utilized to reduce premium increases, offer additional services to members, and stabilize significant premium fluctuations.

The majority of the EBIT member employers are first required to comply with the reporting requirements of GASB 43/45 in the 2008-09 and 2009-10 fiscal years. However, there are a few larger employers that will be required to comply beginning in the 2007-08 fiscal year.

It is our understanding that the pool is a community-rated plan, however the actuary will be asked to determine the appropriate valuation method to be used in order to comply with the requirements of GASB 43/45. The Actuary will be required to provide EBIT with their recommendation and rationale for the valuation method selected prior to beginning the actual studies.

EBIT will provide the actuary with the demographic, enrollment, and claims data for its member entities as necessary. Those entities eligible for EBIT membership but who do not currently participate in EBIT programs and contract with the actuary will be responsible for providing their own data, as specified by the actuary. The actuary will be required to submit a list of required data as a part of this RFP.

Purpose of the Actuarial Studies

The actuarial studies to be performed by the selected firm(s) must provide the following:

1. The information necessary to comply with GASB Statements 12, 43 and 45 relating to “Other post employment benefits” (OPEB);
2. Information that will allow EBIT and its members to communicate the financial implications of OPEB to internal staff, their individual governing bodies, external auditors and other interested parties;
3. A template to each member of EBIT that will allow them to input the data necessary for future actuarial valuations;
4. Information to enable EBIT and its members to manage the costs and liabilities associated with the retiree health benefits and OPEBs.

Minimum Requirements of the Actuarial Studies

At a minimum, the actuarial studies will include the following information:

1. Actuarial value of benefits, separately identifying amounts for actives and retirees including present value of future benefits; actuarial accrued liabilities; plan assets and unfunded actuarial accrued liability (UAAL); and normal cost.
2. Required GASB 45 accounting information and draft footnote including the following:
 - a. Annual Required Contribution (ARC), as a dollar amount and a percentage of payroll, identifying Normal Cost, the outstanding balance and amortization amount for each component of the UAAL;

- b. Annual OPEB Cost as a dollar amount and a percentage of payroll; and
 - c. Reconciliation of Net OPEB Obligation (NOO) during the current year and projected NOO at the end of the year.
 3. Information necessary to assist EBIT members in determining their future budget needs including:
 - a. The ten-year “pay-as-you-go” cost;
 - b. Annual required contribution necessary to fund retiree benefits over the working lifetime of eligible employees; and
 - c. Recommendation(s), as appropriate for managing the liability.
 4. Descriptions of:
 - a. Plan provisions, including group(s) covered and benefits valued;
 - b. Actuarial methods used, including actuarial funding method and UAAL amortization policy;
 - c. Actuarial assumptions; and
 - d. Data used in the valuation, including age/service distribution table(s).
 5. Actuarial certification, including indication of compliance with Actuarial Standards of Practice No. 41 “Actuarial Communications” and American Academy of Actuaries “Prescribed Statement of Actuarial Opinion.”
 6. EBIT will receive electronic and paper copies of all studies performed by the successful proposer as a result of this RFP.

All cost and liability estimates should be separated between active employees and current retirees. In addition, it may be necessary for the actuary to further break down results to facilitate calculations between collective bargaining groups, current and/or future retirees.

SECTION III: SCHEDULE AND SUBMITTAL PROCESS

A. Schedule

Advertise RFP	June 7, 2006
Proposals Due	July 13, 2006, 2:00 p.m.
Evaluation	July 14-August 5, 2006
Interviews	August 9-10, 2006
Contract Finalized	August 25, 2006

B. Questions

Any questions about this RFP should be submitted in writing as soon as possible and no later than 4:00 p.m., Monday, June 19, 2006. Questions may be delivered to EBIT at 1201 Court Street NE, Suite 400, mailed to EBIT c/o Oregon School Boards Association, PO Box 1068, Salem, OR 97308 or Faxed to (503) 588-2813. It is the responsibility of the proposer to insure that his/her questions have been delivered.

All questions received by that date and time will be responded to and the questions and responses provided to all companies known to hold proposals. EBIT is not obligated to respond to any question received after the June 19, 2006 deadline identified other than protests of specifications as defined below.

C. Proposal Submittal

1. Proposals must be received by 2:00 p.m. (PDT), July 13, 2006. Proposals shall be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the RFP's requirements. They should be easily reproducible. Emphasis should be on completeness and clarity of content and cost effectiveness of the Proposal. Any proposal received after the date and time stated will not be considered.

Delivery of proposals by the deadline indicated is the sole responsibility of the Proposer. EBIT is not responsible for any delay in mail service or any other method of delivery utilized by the Proposer.

2. Proposers shall submit one (1) signed original proposal and five (5) copies in a sealed opaque envelope marked "Response to RFP 2006-05-08" and deliver to:

Mailing Address:

EBIT
c/o Oregon School Boards Association
PO Box 1068
Salem, OR 97308

Physical Address:

EBIT
c/o Oregon School Boards Association
1201 Court Street NE, Suite 400
Salem, OR 97301
Office Hours: 8 a.m. to 5 p.m.,
Monday through Friday

Faxed copies will not be accepted

SECTION IV: GENERAL INFORMATION

A. Official Contact: Angie Peterman,
Director of Administrative Support Services
Oregon School Boards Association
1201 Court Street NE, Suite 400
Salem, OR 97301
Telephone: (503)588-2800
Fax: (503)588-2813

B. Compliance with Rules

All proposers are required to comply with the provisions of the Oregon Attorney General's Model Public Contract Rules, and OSBA Board Policies. EBIT reserves the right to reject any and all proposals received as a result of this request for proposal, or to negotiate separately with any source whatsoever in any manner necessary to serve the best interest of EBIT. The contents of the proposal of the successful vendor(s) will become the contractual obligation, if a contract ensues. Failure of the successful vendor(s) to accept these obligations may result in cancellation of the award. The selected vendor(s) will be required to assume responsibility for all services offered in their proposal whether or not produced by them. Further, the vendor will notify EBIT of the designated person who will be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.

OSBA and EBIT take the bid/quote/proposal process seriously, and it is the intent of OSBA and EBIT to solicit proposals that are accurate and that each respondent intends to honor. Respondents are expected to submit proposals that are accurate, complete, and contain all terms and conditions that the respondent feels are necessary. If, after submitting a proposal, the respondent finds changes are necessary, the respondent may change or withdraw the proposal ANY TIME PRIOR TO the time of the proposal opening. However, after the opening, the proposal MAY NOT be changed or altered in any way. If accepted, a proposal is considered a binding contract, non-cancellable, that the respondent will be expected to honor. If for any reason the respondent does not perform, the EBIT may take whatever action it believes appropriate including, but not limited to, the removal of that respondent's name from future bid lists.

C. Respondents Representation

By making this proposal, each respondent represents that he/she has read and understands the Request for Proposal (RFP) documents and has familiarized themselves with the locale, site, and conditions under which this work is to be performed.

D. Interpretation of Proposal Documents

In contemplating the submission of a proposal for this RFP, any person who finds discrepancies in or omissions from the proposal documents, or is in doubt as to the true meaning of any part of the proposal documents, is asked to request an interpretation thereof, at least fourteen (14) days prior to the date on which the proposals are to be opened. EBIT will issue any interpretation or correction as an Addendum. Only a written interpretation or correction by Addendum shall be binding.

E. Protest of Specifications

Any protest of a specification herein contained must be in writing and include the following: 1) A detailed statement of the reason(s) for the protest, including all legal and factual grounds; 2) A description of the resulting prejudice to the Proposer; and 3) A statement of the form of relief requested or any proposed changes to the RFP provisions, specifications or contract terms. All protests must be received at the Oregon School Boards Association, PO Box 1068, Salem, OR 97308 by 3:00 p.m., Monday, June 26, 2006. All protests received prior to said time will be reviewed and acknowledged.

If the Evaluation Committee deems the protest to have merit, the EBIT may issue an Addendum to those companies known to hold proposals, announcing a change in specifications or a delay in the opening.

If the Committee determines the protest does not require changing of said specifications or delaying the opening of proposals, the individual or company lodging the protest will be notified of this fact and will be informed of the date and time the Intent to Award will be presented to the Board. The protester may attend the Board meeting at which the contract is scheduled to be awarded and may submit the protest to the Board for consideration. In the event the proposal is not required to be submitted to the Board for award, the protester will be given the opportunity to appear before the Evaluation Committee prior to the award.

F. Proposal Withdrawal

Any Proposal may be withdrawn at any time before the "Proposal Due" date and time by providing a written request for the withdrawal to EBIT c/o OSBA at 1201 Court Street NE Suite 400, PO Box 1068, Salem, OR 97308-1068. A duly authorized representative of the agency shall make the request. Withdrawal of a Proposal will not preclude the proposer from filing a new Proposal.

G. OSBA/EBIT Employees/Officers not to Benefit

No employee or officer of OSBA or EBIT shall be permitted any share or part of this contract or any benefit that may arise from such contract.

H. Addenda

EBIT may modify the RFP at any time prior to the RFP due date, by issuance of a written addendum. Addenda will be numbered consecutively and delivered by mail or fax to all known holders of proposals. Verbal modifications to the RFP specifications shall not be binding upon EBIT.

I. Cancellation, Delay or Suspension of Solicitation; Rejection of Proposals

EBIT reserves the right to cancel, delay or suspend this solicitation if it is in the best interest of EBIT and/or its members to do so, as determined by EBIT. EBIT also reserves the right to reject any or all Proposals, in whole or in part.

J. Irregularities

EBIT reserves the right to waive any non-material irregularities or information in the RFP or in any Proposal.

K. Incurred Costs

EBIT is not liable for any costs incurred by a proposer in the preparation and/or presentation of a Proposal.

L. Ownership of Documents

Any material submitted by a proposer shall become the property of EBIT. Materials submitted after a contract is signed will be subject to the ownership provision of the executed contract.

M. Confidentiality of Information

All information and data furnished to the proposer by EBIT and all other documents to which the proposer's employees have access during the preparation and submittal of the Proposal shall be treated as confidential to EBIT. Any oral or written disclosure to unauthorized individuals is prohibited.

N. Public Record

All Proposals and information submitted by proposers are not open for public inspection until after the Notice of Intent to Award a contract is issued. Except for exempt materials, all Proposals and information submitted by proposers will be available for viewing after the evaluation process is complete and the Notice of Intent to Award is sent to all participating parties.

Proposals that contain information that meets the definition of trade secrets or otherwise can be considered a public record exempt from disclosure under Oregon's Public Records Law shall be clearly marked by proposers and kept separate in the Proposal.

O. Equal Opportunity Policy For Contractors

By submitting this proposal, the respondent certifies conformance to applicable federal acts, regulations, executive orders, and Oregon statutes and administrative rules concerning affirmative action toward equal employment opportunities. All information, records, and reports that the respondent is required to maintain for this purpose by federal or state agencies having responsibility for the enforcement of such laws shall be supplied to EBIT upon request.

P. Written Contract

The Proposer selected for award of a contract through this RFP will be required to enter into a written agreement with EBIT. The agreement will include pertinent terms and conditions set forth in this RFP, including those added by addendum, and will also reflect the Proposer's offer or the outcome of contract negotiations.

The final agreement will allow other local governmental agencies to participate in this agreement pursuant to ORS 279A.215. All such contracts will allow other local governments to establish contracts or price agreements under the terms, conditions and prices of the original contract between EBIT and the successful proposer.

It is anticipated that the contract awarded as a result of this RFP will be for a period of three (3) years with the possibility of renewal at the discretion of EBIT. No contract shall be effective until the EBIT Trustees or designee have approved the contract and it is signed by both parties.

Q. Hold-Harmless and Indemnification

The proposer shall indemnify, defend, and hold OSBA and EBIT, its officers, agents, and employees, harmless from any loss, claims, actions, liability, or costs, including attorney fees and other costs of defense, arising out of or in any way related to furnishing of supplies and/or services under this agreement and arising from the sole or joint negligence of the proposer, including any claim, loss or liability contributed to by OSBA or EBIT's own negligence. This right of indemnification and to be held harmless shall be in addition to, and not in replacement of any other right that OSBA and EBIT may have under any statute, under the common law, or under this contract.

SECTION V: PROPOSAL FORMAT AND CONTENT

A. Transmittal Letter

All Proposals must include a transmittal letter to the attention of Angie Peterman, Director of Administrative Support Services and signed by a person legally authorized to bind the applicant to its Proposal. The transmittal letter must include:

Identification of the Proposer, including business name, address, and telephone number;

Name, title, telephone number and e-mail address of a contact person who can be reached during the period of the proposal evaluation; and

Identification of any information contained in the proposal which the Proposer deems to be, and establishes as, confidential or proprietary and wishes to be withheld from disclosure. A blanket statement that all contents of the proposal are confidential or proprietary will not be honored by EBIT.

B. Qualifications, Related Experience and References

Professional Qualifications

Identify the key personnel from your firm that will be assigned to this project. Provide brief resumes on the professional backgrounds and education of each person. Include professional certifications, job functions and office location(s). Designate an Engagement Manager who would be ultimately responsible for the relationship and a Project Manager who would provide day-to-day direction of the required work.

If more than two people will be assigned to EBIT's project, include a simple organization chart that clearly delineates communication and reporting relationships among the project staff.

The information in Attachments I, II, III, IV, and V is required to be submitted as a part of the RFP.

Attachment I

COMPANY PROFILE

Provide the following general information about your company in ten (10) pages or less. Identify your response to each item by referencing the item number from the following table. Be sure to provide this information for the proposer and any subcontractors included in this offer.

Item No.	Description
A-1	Name of Company
A-2	Legal Form of Company (partnership, corporation, sole-proprietor)
A-3	Tax Identification Number
A-4	Dun & Bradstreet Number
A-5	Founding Date of Company
A-6	Size of Company (including the number of FTE employees)
A-7	Year and State of Incorporation (if relevant)
A-8	Recent Mergers, Acquisitions or IPOs
A-9	Financial profile of company which should include years experience in this product line, most recent annual report or comparable audited statements.
A-10	List public agencies for which you have provided GASB 43/45 (or similar) OPEB valuations. For each identify the "as of" date of the most recent valuation and whether the valuation was substantially compliant with the new GASB OPEB standards.
A-11	Concise description of any business partners that may be providing support services as a part of the RFP. Please clearly define the nature of the relationship (i.e., reseller, subcontractor, subsidiary, parent, unrelated joint bidder, etc.)
A-12	Define current relationship with EBIT or OSBA, including the current services and products provided as well as any products or services provided by EBIT or OSBA to the proposing company.
A-13	Identify the location of the primary office that will provide services for EBIT and indicate the number of employees located at that office that will support EBIT business.
A-14	Has your company ever defaulted on a contract or been sued for failure to comply with contract terms? If yes, please explain.
A-15	Disclose any conditions that may affect the Proposer's ability to perform contractually. (i.e., bankruptcy, planned office closures, pending litigation)

Item No.	Description
A-16	Certify that the firm is not debarred, suspended or otherwise declared ineligible to contract by any federal, state or local public agency.
A-17	Describe your firm's most noteworthy qualifications for providing the required services to EBIT. Specifically highlight those qualifications that distinguish you from your competitors.
A-18	Identify at least three (3) public entity clients EBIT may contact as references. Describe the work performed and include the name, job title, address, e-mail address and telephone number of a contact person for each reference.
A-19	Provide a list of the items that will be required to be provided by EBIT and/or its members to the successful proposer in order to comply with the RFP.

WORK PLAN/ BUSINESS FUNCTIONALITY REQUIREMENTS

Item No.	Description
B-1	Please submit a comprehensive list of the actuarial and consulting services provided by your company. Include sample actuarial valuation reports.
B-2	Clearly describe how your firm plans to accomplish the work outlined in the scope of work and satisfy the objectives of EBIT as described in this RFP. If appropriate divide the work into segments or tasks to represent milestones for measuring progress. (This item is limited to no more than two pages)
B-3	Describe the elements of the actuarial studies and reports you would produce related to GASB 43/45, be specific.
B-4	Describe the work products and other deliverables you would provide EBIT members including the purposes for which they could be used as well as any limitations you would impose on their usage.
B-5	Describe the information, documents, staff assistance, facilities or other resources you would require from EBIT and/or its members to complete your work. (Highlight any critical assumptions upon which your work plan is based.)
B-6	Provide a sample schedule for completion of a GASB 43/45 actuarial study for EBIT or an individual member. Be specific regarding the time lines expected from beginning to end and the milestone tasks to be completed through out the project.
B-7	Describe the methods your company uses to inform its clients of changes in legal requirements, revisions to accounting standards, pending federal or state legislation or regulations and new methods of achieving benefit objectives that might impact them.
B-8	Describe the method used by your company to measure your ability to meet customer needs and satisfaction.
B-9	Describe your company's performance guarantees.

Attachment II
PROPOSAL FORM

Name of Proprietorship, Partnership
or Corporation

Signature of Proprietor, Partner, or
Corporate Official

Street Address

Name of Signatory

Mailing Address

Date Signed

City, State, and Zip Code

If a Corporation, Attest:

Phone Number

Secretary of Corporation

Employer ID Number

State of Incorporation

If a Partnership, list partners:

Name of Partner

Name of Partner

Name of Partner

Name of Partner

Name of Partner

Name of Partner

End of Proposal Form, Attachment II

Attachment III

CERTIFICATION OF UNDERSTANDING OF REQUEST FOR PROPOSAL

The undersigned offers and agrees to furnish all material, supervision and personnel to EBIT for ACTUARIAL SERVICES in accordance with this Request for Proposal.

Acknowledgement of Addendum: None _____ 1. _____ 2. _____ 3. _____

The undersigned further certifies that he/she has read, understands and agrees to abide by all terms and conditions of this Request for Proposal if awarded the contract to furnish the ACTUARIAL SERVICES to EBIT as delineated by this Request for Proposal.

The Proposer certifies that it does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, handicap, financial ability, age or other non-job-related factors as per ORS 659 and 42 U.S.C. 2000e.

RESIDENCY STATEMENT

ORS 279A.120 requires that: In determining the lowest responsible bidder, a public contracting agency shall, for the purpose of awarding the contract, add a percent increase on the bid of a non-resident bidder equal to the percent, if any, of the preference given to that bidder in the state in which the bidder resides.

A resident bidder is defined as a bidder that has paid employment taxes or income taxes in Oregon during the 12 calendar months immediately preceding submission of the bid, has a business address in this state and has stated in the bid that they are a resident bidder.

The undersigned bidder hereby states their bidder status as follows:

RESIDENT BIDDER: YES _____ NO _____

If nonresident bidder, indicate percent of preference given to bidders in the state or area in which you reside. _____%.

FIRM NAME: _____

BY: _____ TITLE: _____
Signature

BY: _____ DATED: _____
Print/type name

End of Proposal Attachment III

Attachment IV--Other Items

Fee

This section must disclose all charges/fees to be assessed EBIT and/or any local government that chooses to utilize this permissive cooperative procurement. Fees must cover the “Scope of Work.” Proposers must state their preferences for payment method and timing.

This proposal does not guarantee or warrant any level of participation by eligible school districts, ESDs or community colleges. It is anticipated that all EBIT participants will participate in the valuation. Proposers are solely responsible for the rate structure proposed and assume any business risk associated with any reduction in, or structuring of proposed rates based upon assumed or anticipated volume.

Fees quoted for completion of the services required by this RFP must include the critical assumptions and requirements utilized in establishing the prices provided. For example, the pricing may depend upon the size of the annual budget of the local government. Proposal response must include any conditions that may cause these prices to escalate.

1. Specify the discount provided to EBIT members compared with the price that would be charged if the local government were to solicit the proposal outside the EBIT program.
2. State your preference for how payments should be made (e.g., partial payments corresponding to work milestones, lump sum payment upon completion or some other schedule)
3. For all persons or labor classifications assigned to this project, quote a fully burdened (direct labor + indirect costs + profit) hourly rate that would be charged EBIT for any services outside the scope of work.
4. Specify the hourly rate to convert member data to an acceptable format in the event the member’s data format is not acceptable.

Exceptions and Deviations

Specifically identify any exceptions to or deviations from the requirements of this RFP and your rationale for each. If you wish to present alternative approaches to meet EBIT’s requirements under the “Scope of Work” these must be specifically and thoroughly explained.

End of Attachment IV - Other Items

Attachment V

Proposal Evaluation and Contract Award

All proposals received in accordance with these RFP instructions will be evaluated to determine if they are complete and meet the requirements specified in this RFP. An award will be made to the Proposer whose offer is deemed to be the most advantageous to EBIT and the local governments covered by this document. EBIT expressly reserves the right to reject any or all proposals and make no award under this RFP should they determine that it is in EBIT's best interest to do so.

Evaluation

A committee consisting of OSBA staff, EBIT Director of Insurance, EBIT Trustee(s), and possibly outside consultants, will review, analyze and evaluate all proposals determined to be complete. OSBA staff will do an initial review of all proposals for completeness prior to convening the full committee for their review, analysis and evaluation.

If deemed necessary by the committee, additional information may be requested from one or more proposers in order to properly evaluate the submissions. EBIT may request such information including a best and final offer from the Proposer after the initial submittal. If such information is required, the Proposer will be notified and be permitted a reasonable period of time to submit the information requested.

By use of numerical and narrative scoring techniques, proposals will be evaluated by EBIT against the factors specified below. Within each evaluation criterion listed, the subcriteria to be considered are those described in the "Scope of Work and Attachments" sections of this RFP.

1. Company profile including work plan;
2. Staffing qualifications and project organization;
3. Fee;
4. References; and
5. Exceptions, deviations and miscellaneous items.

EBIT reserves the right to reject any or all proposals, to waive any irregularities or informalities in the offers received if it is in the public interest or in the best interest of EBIT to do so. In the event a proposal(s) is rejected or otherwise does not result in a contract award, EBIT is not liable for any costs incurred by the Proposer in conjunction with the preparation and submittal of the proposal.

Contract Award

It is the intent of EBIT to award a single contract as a result of this RFP, however, EBIT reserves the right to apportion the requirements of this RFP among multiple firms if EBIT determines this is in the best interest of the public.

OSBA Insurance Trust
Summary of Medical Plan Options (Effective October 1, 2005)

Benefit Features	Plan A		Plan B		Plan C		Preferred Provider Plan		HSA-Qualified Plan	
Provider Network	Participating Network		Participating Network		Participating Network		Preferred Provider Plan Network		Participating Network	
	N/A		N/A		N/A		Preferred	Non-Preferred	Participating	Non-Participating
Lifetime maximum benefit	\$2,000,000		\$2,000,000		\$2,000,000		\$2,000,000		\$2,000,000	
Individual and family medical deductible per calendar year	A-100: \$100 per person / \$300 family A-200: \$200 per person / \$600 family A-300: \$300 per person / \$900 family A-500: \$500 per person / \$1,500 family		B-100: \$100 per person / \$300 family B-200: \$200 per person / \$600 family B-300: \$300 per person / \$900 family B-500: \$500 per person / \$1,500 family		C-500: \$500 per person / \$1,500 family C-1000: \$1,000 per person / \$3,000 family		\$100 per person / \$300 family	\$200 per person / \$600 family	\$1,500 for single coverage / \$3,000 for family coverage The single coverage deductible applies when an individual is enrolled without dependents. The family coverage deductible applies when an individual and one or more dependents are enrolled; prior to benefits being paid, the entire family deductible must be met.	
Coinsurance	80% of first \$5,000		80% of first \$5,000		80% of first \$10,000		90% of first \$5,000	70% of first \$5,000	Not Applicable	
Out-of-pocket maximum you pay each calendar year including deductible (excludes prescription medications except for HSA-Qualified plan)	A-100: \$1,100 per person / \$2,300 family A-200: \$1,200 per person / \$2,600 family A-300: \$1,300 per person / \$2,900 family A-500: \$1,500 per person / \$3,500 family		B-100: \$1,100 per person / \$2,300 family B-200: \$1,200 per person / \$2,600 family B-300: \$1,300 per person / \$2,900 family B-500: \$1,500 per person / \$3,500 family		C-500: \$2,500 per person C-1000: \$3,000 per person (family maximum out-of-pocket does not apply)		\$600 per person (family maximum out-of-pocket does not apply)	\$1,700 per person (family maximum out-of-pocket does not apply)	\$5,000 for single coverage / \$10,000 for family coverage The single coverage maximum applies when an individual is enrolled without dependents. The family coverage maximum applies when an individual and one or more dependents are enrolled.	
After the out-of-pocket maximum is met each calendar year, we pay	100%		100%		100%		100%		100%	
Preventive Care Services	Deductible Waived – We Pay		Deductible Waived – We Pay		Deductible Waived – We Pay		Deductible Waived – We Pay		Deductible Waived – We Pay	
Immunizations all ages	100%		100%		100%		100%		80%	60%
Well-baby care to age 2	100%		100%		100%		100%		80%	60%
Annual women's exam includes Pap and mammogram	100% (not subject to \$500 maximum)		100% (not subject to \$500 maximum)		100% (not subject to \$500 maximum)		100% (not subject to \$500 maximum)		80%	60%
Routine physical exams	100%		100%		100%		100%		80%	60%
Maximum allowance (according to frequency schedule)	Up to \$500 per calendar year (all preventive services)		Up to \$500 per calendar year (all preventive services)		Up to \$500 per calendar year (all preventive services)		Up to \$500 per calendar year (all preventive services)		Up to \$300 per calendar year (applies only to routine physical exams and related tests)	
Professional Services	After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay	
Office visits	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Diagnostic radiology and lab	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Therapeutic injections	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Maternity care	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Surgery	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Hospital Services	After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay	
Inpatient stay including maternity	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Inpatient and residential mental illness/chemical dependency	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Outpatient surgery	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Emergency room care - copay waived if admitted to hospital	80% or 100% after \$100 copay		80% or 100% after \$100 copay		80% or 100%		90% or 100% after \$100 copay	70% or 100% after \$100 copay	80% or 100%	60% or 100%
Other Services	After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay		After Deductible – We Pay	
Ambulance	80% or 100%		80% or 100%		80% or 100%		90% or 100%		80% or 100%	
Additional accident - deductible waived for 90 days from injury date	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	Not Applicable	
Rehabilitation	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Durable medical equipment	80% or 100%		80% or 100%		80% or 100%		90% or 100%	70% or 100%	80% or 100%	60% or 100%
Prescription Medications										
Prescription deductible per calendar year	A-100, A-200: \$50 per person A-300, A-500: \$100 per person		B-100, B-200: \$50 per person B-300, B-500: \$100 per person		C-500: \$100 per person C-1000: \$100 per person		\$50 per person		Deductible combined with medical	
Generic and preferred medication	80% or 100%		80% or 100%		80% or 100%		80% or 100%		80% or 100%	
Non-preferred medication	50% or 100%		50% or 100%		50% or 100%		50% or 100%		80% or 100%	
Maximum coinsurance per person each calendar year	\$1,000 (separate from medical)		\$1,000 (separate from medical)		\$1,000 (separate from medical)		\$1,000 (separate from medical)		Out-of-pocket maximum combined with medical	
Dental Benefits										
	None		Combined with medical deductible 100% preventive (no deductible) / 80% restorative / 50% major \$1,500 calendar year maximum per person		None		None		None	

This is a brief summary comparison of plans. Any errors or omissions are unintentional. All benefits based on eligible charges. A Naturopathic rider is available for all medical plans and orthodontia may be added to Plan B. Expenses paid at 100% and copays do not accumulate toward the out-of-pocket maximum. Once enrolled, your benefits booklet can be viewed online at our Web site, www.or.regence.com.

Dental Plans

Benefit Features	Plan 1	Plan 2	Dentacare Plan ¹
Maximum benefit per calendar year	\$1,500	\$1,500	None
Deductible per calendar year	\$25 per person / \$75 family	None	None
Provider Network	Any licensed dentist ²	Any licensed dentist ²	Willamette Dental
Preventive Services			
Exams, cleanings, x-rays, sealants, and fluoride treatment	70% / 80% / 90% / 100% ³	70% / 80% / 90% / 100% ³	Fully covered after \$10 visit charge
Restorative Services			
Fillings, extractions, root canal therapy, periodontal treatment, and oral surgery	70% / 80% / 90% / 100% ³	70% / 80% / 90% / 100% ³	Fully covered after \$10 visit charge
Major Services			
Inlays / onlays, crowns, bridges, and dentures	50%	70% / 80% / 90% / 100% ³	Fully covered after \$10 visit charge
Orthodontia Services			
	optional	optional	included
Lifetime maximum	\$1,500	\$1,500	Once per lifetime
Age limit	None	None	None
Orthodontic treatment	50%	50%	100% after visit charge plus \$1,500 copayment

¹ May be selected as standalone or with dental plans 1 or 2. Services are provided only through Willamette Dental.

² Participating providers have agreed to not charge any balance beyond your deductible and coinsurance for covered expenses. Non-participating providers may charge any balance beyond your deductible and coinsurance.

³ Benefits increase 10% each calendar year only if a dentist is seen for covered services.

Vision Plan

Benefit Features	Participating Provider	Non-Participating Provider
Eye Exam	100% of contracted amount	70% of contracted amount
Lenses - Standard	100% of contracted amount	70% of contracted amount
Contacts (in lieu of lenses and frames or after cataract surgery)	100% of contracted amount	70% of contracted amount
Frames	100% of contracted amount	70% of contracted amount
Frequency Allowances		
Eye exam	Age 19 and over: once every 24 months / Under age 19: once every 12 months	
Lenses	Age 19 and over: once every 24 months / Under age 19: once every 12 months	
Contacts	Age 19 and over: once every 24 months / Under age 19: once every 12 months	
Frames	All ages: once every 24 months	



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Toll-free, all areas 1 (800) 228-0978

TDD Line for people with hearing impairments 1 (800) 382-1003

www.or.regence.com

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Benefit Plan Comparison Chart

Effective

October 1, 2005



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