

RESOLUTION NO. 15-11D-416

AGENDA NO. 12.A.8.(1)

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee  
INITIATED BY



Amy Spoden, Human Resource Manager  
DRAFTED BY

Finance Committee  
SUBMITTED BY

November 2, 2015  
DATE DRAFTED

**AUTHORIZING CONTRACT FOR BENEFIT CONSULTING SERVICES WITH ASSOCIATED  
FINANCIAL GROUP FOR 2016**

- 1 **WHEREAS**, the Rock County Self-Funded Health Plan provides health coverage to approximately
- 2 1,200 County employees; and,
- 3
- 4 **WHEREAS**, in 2015, total health plan costs will near \$21,000,000.00; and,
- 5
- 6 **WHEREAS**, Human Resources is charged with continuing efforts to contain the ever-growing costs of
- 7 providing health care coverage to County employees, which requires the assistance of consultants who
- 8 possess particular expertise in furthering such efforts; and,
- 9
- 10 **WHEREAS**, Rock County, solicited proposals for Benefit Consulting Services; and
- 11
- 12 **WHEREAS**, After review of proposals and interviews, Associated Financial Group was selected as the
- 13 provider; and.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 16 assembled on this 19<sup>th</sup> day of NOVEMBER, 2015, hereby awards the contract to Associated Financial
- 17 Group for Benefit Consulting Services, effective January 1, 2016, in the amount of \$39,000 per year
- 18 for the initial 3 year term. Rock County also has the option to extend the agreement with up to two
- 19 one-year extensions.
- 20
- 21 **BE IT FURTHER RESOLVED**, that the Finance Committee has authority to approve all extensions
- 22 of this agreement.

15-11D-416

Respectfully Submitted,

FINANCE COMMITTEE

Mary Mawhinney  
Mary Mawhinney, Chair

Sandra Kraft  
Sandra Kraft, Vice Chair

Mary Beaver  
Mary Beaver

Brent Fox  
Brent Fox

J. Russell Podzilni  
J. Russell Podzilni

BENEFIT PLAN CONSULTING SERVICES FOR 2016

Page 2

FISCAL NOTE:

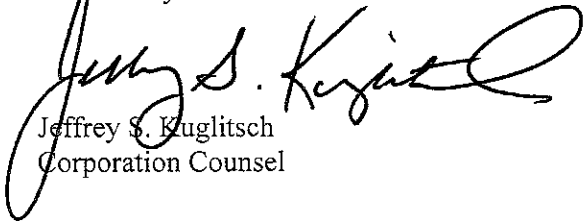
Sufficient funds are available in the Health Insurance Trust Fund, A/C 19-1915-0000-62104, for the cost of this contract.



Sherry Oja  
Finance Director

LEGAL NOTE:

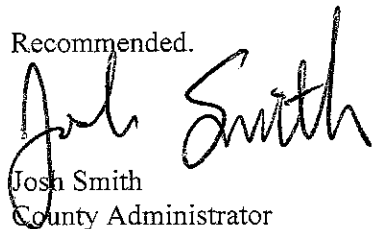
The County Board is authorized to take this action, pursuant to Secs 59.01, 59.51 and 59.52(11).



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator



**QUALIFICATIONS AND COST PROPOSAL SUMMARY FORM**

PROJECT NUMBER: 2016-08  
 PROJECT NAME: EMPLOYEE BENEFIT CONSULTING SERVICES  
 DUE DATE: OCTOBER 15, 2015 - 12:00 NOON  
 DEPARTMENT: HUMAN RESOURCES

	ASSOCIATED FINANCIAL MADISON WI	HAYS MILWAUKEE WI	HORTON GROUP WAUKESHA WI	WILLIS BROOKFIELD WI	COTTINGHAM & BUTLER DUBUQUE IA
<b>WRITTEN QUALIFICATIONS &amp; COST PROPOSAL SCORE</b>					
RATER 1	100	88	97	63	53
RATER 2	97	89	87	66	58
RATER 3	93	88	78	73	63
RATER 4	94	91	82	74	57
RATER 5	95	96	82	75	70
<b>TOTAL SCORE</b>	<b>479</b>	<b>452</b>	<b>426</b>	<b>351</b>	<b>301</b>
<b>INTERVIEW RANKING</b>					
RATER 1	1	2	3	4	NOT INTERVIEWED
RATER 2	2	3	1	4	NOT INTERVIEWED
RATER 3	1	2	3	4	NOT INTERVIEWED
RATER 4	1	2	3	4	NOT INTERVIEWED
RATER 5	2	1	3	4	NOT INTERVIEWED
<b>PROPOSED COST</b>	<b>\$ 39,000.00</b>	<b>\$ 54,500.00</b>	<b>\$ 40,000.00</b>	<b>\$ 60,000.00</b>	<b>\$ 95,000.00</b>

NOTE: Cottingham & Butler was not interviewed due to low score and high annual cost.

**Qualifications were evaluated based on the following criteria and Interviews:**

**Completeness of the Proposal – 10 POINTS MAXIMUM**

- Including clear understanding of requirements
- Ability to meet the minimum requirements
- Provided completed Proposal form
- Provided completed Exhibit A

**Experience & References – 30 POINTS MAXIMUM**

- Qualification of personnel
- Experience of personnel
- Experience of firm
- References shall include companies of similar size with similar requirements

**Services Provided – 30 POINTS MAXIMUM**

- Ability of consultant to render satisfactory service
- Sufficient resources knowledgeable in employee benefits, wellness, labor negotiations and financial analysis related to employee benefit functions.
- Evaluation of consultant's standard response time.
- Distinctive service characteristics.
- Evaluators will consider whether the list of exceptions hinder consultant's ability to perform the requirements of RFP

**Proposed Pricing – 30 POINTS MAXIMUM**

- Reasonableness of cost proposal
- Evidence of efficient use of resources

**Request for Qualifications and Cost Proposal was advertised in the Beloit Daily News and on the Internet.**

**PREPARED BY:** JODI MILLIS  
**PURCHASING MANAGER**

**DEPARTMENT HEAD RECOMMENDATION:** ASSOCIATED FINANCIAL GROUP

*Jodi Millis* 11-4-2015  
**SIGNATURE** **DATE**

**GOVERNING COMMITTEE APPROVAL:** \_\_\_\_\_  
**CHAIR** **VOTE** **DATE**