

March 24, 2010

Dear Sir/Madame:

East Texas Council of Governments is accepting proposals for Fully Insured Group Medical insurance coverage. You may propose on any or all of the aforementioned coverage's. Please visit our website at www.etcog.org to download a bid package. *(Note: Those who have received this RFP electronically will not need to download the bid package. They are the same RFP.)* The proposal will be opened in the 3800 Stone Road, Kilgore, TX 75662 on Thursday, April 8, 2010 at 10:00 AM CST. Please mark your sealed envelope "**RFP 0601-2010, Bid: Group Insurance**". Proposals received after the specified opening time will be returned to the bidder unopened. It is anticipated the insurance committee will approve the agreements in May.

Please note East Texas Council of Governments is **not accepting bids for broker/consultant**. Brinson Benefits, Inc. is our Agent of Record, Dee Beasley Hayden, Benefit Strategist and Linda Walker, Marketing, 214.379.5171 or lindaw@brinsonbenefits.com.

Thank you in advance for your interest in providing employee benefit insurance coverage for the East Texas Council of Governments. Our mailing address is East Texas Council of Governments, 3800 Stone Road, Kilgore, TX 75662, Attn: Brandy Brannon.

Sincerely,

Brandy Brannon
Human Resources Manager

**REQUEST FOR PROPOSAL
INSTRUCTIONS
SPECIFICATIONS
BID SHEET(S)
FOR**

MEDICAL Insurance

**PER
THE EAST TEXAS COUNCIL OF GOVERNMENTS SPECIFICATIONS
AT
THE EAST TEXAS COUNCIL OF GOVERNMENTS HUMAN RESOURCES
DEPARTMENT**

OPENING DATE: Thursday, April 8, 2010 at 10:00 AM CST

REQUEST FOR PROPOSAL

Return Bid To: East Texas Council of Governments
Attn: Human Resources Department
3800 Stone Road, Kilgore, TX 75662
903-984-8641

The enclosed **REQUEST FOR PROPOSAL** and accompanying **Specifications with Bid Sheets** are for your convenience in bidding the enclosed referenced products and/or services for the East Texas Council of Governments. **Sealed bids shall be received no later than:**
Thursday, April 8, 2010 at 10:00 AM CST

Please reference "**RFP 0601-2010 MEDICAL BENEFITS**" in all correspondence pertaining to this bid and affix this number to outside front of bid envelope for identification. All bids shall be to the attention of the Human Resources Department.

The East Texas Council of Governments appreciates your time and effort in preparing a bid. Please note that all **bids must be received at the designated location by the deadline shown**. Bids received after the deadline will be returned unopened and shall be considered void and unacceptable. Bid opening is scheduled to be held at 3800 Stone Road, Kilgore, TX 75662. **You are invited to attend.**

If Bidder desires not to bid at this time, but wishes to remain on the commodity bid list, please submit a "**NO BID**" response (same time/location). The East Texas Council of Governments is always very conscious and extremely appreciative of the time and effort expended to submit a bid. However, on "NO BID" responses please communicate any bid requirement(s) that may have influenced your decision to "NO BID."

If response is not received in the form of a "BID" or "NO BID" for three (3) consecutive REQUEST FOR PROPOSAL, Bidder shall be removed from said bid list. However, if you choose to "NO BID" at this time but desire to remain on the bid list for other commodities, please state the specific product/service for which your firm wishes to be classified.

Awards should be made in May 2010. To obtain results, or if you have any questions, please contact the Human Resources Department, 903.984.8641.

REQUEST FOR PROPOSAL
INSTRUCTIONS/TERMS OF CONTRACT/GENERAL REQUIREMENTS
RFP 0601-2010
MEDICAL BENEFITS

By order of the Council of the East Texas Council of Governments, Texas, sealed bids will be received for:

MEDICAL BENEFITS

TO PROVIDE for an annual Contract commencing June 1 after the date of the award and continuing for a twelve-month period. The East Texas Council of Governments, Council reserves the right to extend this contract for four (4) additional one-year periods as it deems to be in the best interest of the Council. Should the contract be awarded, the initial renewal must be received no later than February 25 of the renewal year for an effective day of June 1. The renewal can be negotiated and/or amended but must be finalized and accepted by the Council no later than May 15 of each renewal year.

IT IS UNDERSTOOD that East Texas Council of Governments, Texas reserves the right to reject any and/or all bids for any/or all products and/or services covered in this bid request and to waive informalities or defects in bids or to accept such bids as it shall deem to be in the best interests of the East Texas Council of Governments.

BIDS MUST BE submitted on the pricing forms included for that purpose in this packet. The forms should be printed in duplicate. Each bid shall be placed in a separate sealed envelope, **signed by a person having the authority to bind the firm in a Contract**, and marked clearly on the outside as shown below. **FACSIMILE TRANSMITTALS or E-MAIL SHALL NOT BE ACCEPTED!**

SUBMISSION OF BIDS: Sealed bids shall be submitted no later than Thursday, April 8, 2010 at 10:00 AM CST at the address as follows:

East Texas Council of Governments
Human Resources Department
3800 Stone Road, Kilgore, TX 75662

MARK ENVELOPE: "RFP 0601-2010, Bid: MEDICAL BENEFITS"
ALL BIDS MUST BE RECEIVED IN THE COUNCIL'S HUMAN RESOURCES DEPARTMENT
BEFORE OPENING DATE AND TIME.

PUBLIC NOTICE STATEMENT FOR ADA COMPLIANCE

The East Texas Council of Governments acknowledges its responsibility to comply with the Americans With Disabilities Act of 1990. Thus, in order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, and amanuenses) for participation in or access to the East Texas Council of Governments sponsored public programs, services and/or meetings, the Council requests that individuals make request for these services forty-eight (48) hours ahead of the scheduled program, service and/or meeting. To make arrangements, contact Brandy Brannon at 903-984-8641x236.

FUNDING: Funds for payment have been provided through the East Texas Council of Governments budget approved by the Council for this fiscal year only. State of Texas statutes prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current fiscal year shall be subject to budget approval.

LATE BIDS: Bids received in the East Texas Council of Governments Human Resources Department after submission deadline will be considered void and unacceptable. The East Texas Council of Governments is not responsible for lateness or non-delivery of mail, carrier, etc., and the date/time stamp in the Human Resources Department shall be the official time of receipt.

ALTERING BIDS: Bids can be negotiated, amended, and/or revised after the bid opening prior to contract placement provided any changes are in writing as indicated in the executed waiver by the Council to House Bill 1466, Article 21.49.16 of the Texas Insurance Code. The waiver will be available upon request. Any interlineations, alterations, or erasures made before opening time must be initialed by the signer of the bid. The Council reserves the right to accept, negotiate, amend or reject any/all of the bid as it deems to be in the best interest of the Council.

WITHDRAWAL OF BID: A bid may not be withdrawn or canceled by the Bidder without the permission of the Council for a period of ninety (90) days following the date designated for the receipt of bids, and Bidder so agrees upon submittal of their bid. The Council reserves the right to withdraw the request for any reason prior to the opening time and date without proposal claims.

SALES TAX: The East Texas Council of Governments is exempt by law from payment of Texas State Sales Tax and Federal Excise Tax. Bidder shall include any sales taxes from concession sales of taxable items on Council property in the total price of the sale, and shall be responsible to report and pay such taxes in a timely manner.

BID AWARD: The Council reserves the right to award any combination of the sections as is deemed in the best interest of the Council. The Council also reserves the right to not award one or none of the sections.

CONTRACT: This bid, when properly accepted by the East Texas Council of Governments, shall constitute a Contract equally binding between the successful Bidder and the Council. No different or additional terms will become a part of this Contract with the exception of Change Orders.

CHANGE ORDERS: No oral statement of any individual shall modify or otherwise change, or affect the terms, conditions or Specifications stated in the resulting Contract. All Change Orders to the Contract will be made in writing by the Council's Director of Human Resources.

A PRICE re-determination may be considered by the Council only at the anniversary date of the Contract and shall be substantiated in writing. The Bidder's past history of honoring Contracts at the bid price will be an important consideration in the evaluation of the best bid. The Council reserves the right to accept or reject any/all of the price re-determination as it deems to be in the best interest of the Council.

PRICE FIXING In submitting a proposal response to this request, the bidder thereby certifies that the bidder has not participated in nor been a party to any collusion, price fixing or any other agreement with any other company, firm, or person concerning the pricing on the enclosed proposal.

DELIVERY: all delivery and freight charges (F.O.B. East Texas Council of Governments) are to be included in the bid price.

DELIVERY TIME: Bids shall show number of days required to place goods ordered at the Council's designated location. Failure to state delivery time may cause bid to be rejected. Successful Bidder shall notify the Human Resources Department immediately if delivery schedule cannot be met. If delay is foreseen, successful Bidder shall give written notice to the Director of Human Resources. The Council has the right to extend delivery time if reason appears valid. Successful Bidder must keep the Human Resources Department advised at all times of the status of the order.

CONFLICT OF INTEREST: No public official shall have interest in this Contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5. Subtitle C, Chapter 171.

GRATUITIES The Council may, by written notice to the successful bidder, cancel this contract without liability to the successful bidder if it is determined that gratuities in the form of entertainment, gifts or otherwise, were offered by the successful bidder, or agent or representative of the successful bidder, to any officer or employee of the Council with a view toward securing or amending, or the making of any determinations with respect to the performing of such a contract.

ETHICS: The Bidder shall not offer or accept gifts of anything of value nor enter into any business arrangement with any employee, official or agent of the East Texas Council of Governments.

FORCE MAJEURE Neither party shall be required to perform any term, condition or covenant in this contract so long as performance is prevented or delayed by force majeure, which shall mean: acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, civil riots, floods, and any other cause not reasonably within the control, of the party required to perform and which by the exercise of due diligence said party is unable wholly or in part, to prevent or overcome.

EXCEPTIONS/SUBSTITUTIONS: All bids meeting the intent of this REQUEST FOR PROPOSAL will be considered for award. Bidders taking exception to the Specifications, or offering substitutions, shall state these exceptions in the section provided or by attachment as part of the bid. In the absence of such, a list shall indicate that the Bidder has not taken exceptions and shall hold the Bidder

responsible to perform in strict accordance with the Specifications of the Invitation. The East Texas Council of Governments reserves the right to accept any and all, or none, of the exception(s)/substitution(s) deemed to be in the best interest of the Council.

ADDENDA: Any interpretations, corrections or changes to this **REQUEST FOR PROPOSAL** and **Specifications** will be made by addenda. Sole issuing authority of addenda shall be vested in the East Texas Council of Governments Director of Human Resources. Addenda will be mailed to all who are known to have received a copy of this request for proposal. Bidders shall acknowledge receipt of all addenda.

APPLICABLE LAW: Bid must comply with all federal, state, county, and local laws concerning these types of service(s).

MINIMUM STANDARDS FOR RESPONSIBLE PROSPECTIVE BIDDERS: A prospective Bidder must affirmatively demonstrate Bidder's responsibility. A prospective Bidder must meet the following requirements:

1. Have adequate financial resources, or the ability to obtain such resources as required;
2. be able to comply with the required or proposed delivery schedule;
3. have a satisfactory record of performance;
4. have a satisfactory record of integrity and ethics;
5. be otherwise qualified and eligible to receive an award;
6. provide claim forms, instructions, employee booklets outlining the benefits and orientation materials and other appropriate communication deemed necessary by the Plan holder;
7. provide administrative and procedures manual which pertains to the following areas: monthly billing, additions, deletions and changes in covered status, verification of eligibility, conversion policies, and plan participant services and appeals;
8. be responsible for the calculation of the benefits payable including investigation, medical assistance where necessary, administration, preparation and sending checks.

The Council may request representation and other information sufficient to determine Bidder's ability to meet these minimum standards listed above.

REFERENCES: Upon the selection of finalist, the Council may request Bidder to supply, with this REQUEST FOR PROPOSAL, a list of at least three (3) references where like products and/or services have been supplied by their firm. Include name of firm, address, telephone number and name of representative. The references should be provided upon request.

FORMS PROVIDED: BIDDER SHALL PROVIDE with this bid response, all documentation required by this REQUEST FOR PROPOSAL. Failure to provide this information may result in rejection of bid.

SUCCESSFUL BIDDER SHALL defend, indemnify and save harmless the East Texas Council of Governments and all its officers, agents and employees from all suits, actions, or other claims of any

character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful Bidder, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any Contract which may result from bid award. Successful Bidder indemnifies and will indemnify and save harmless the Council from liability, claim or demand on their part, agents, servants, customers, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways or approaches of or to the facilities within which the occupied premises are located. Successful Bidder shall pay any judgment with costs that may be obtained against the Council growing out of such injury or damages.

WAGES: Successful Bidder shall pay or cause to be paid, without cost or expense to the East Texas Council of Governments, all Social Security, Unemployment and Federal Income Withholding Taxes of all such employees and all such employees shall be paid wages and benefits as required by Federal and/or State Law.

TERMINATION OF CONTRACT: This Contract shall remain in effect until Contract expires, delivery and acceptance of products and/or performance of services ordered or terminated by either party with a thirty (30) day written notice prior to any cancellation. The successful Bidder must state therein the reasons for such cancellation. The East Texas Council of Governments reserves the right to award canceled Contract to next best Bidder as it deems to be in the best interest of the East Texas Council of Governments.

TERMINATION FOR DEFAULT: The East Texas Council of Governments reserves the right to enforce the performance of this Contract in any manner prescribed by law or deemed to be in the best interest of the Council in the event of breach or default of this Contract. The East Texas Council of Governments reserves the right to terminate the Contract immediately in the event the successful Bidder fails to:

1. Meet schedules;
2. defaults in the payment of any fees; or
3. otherwise perform in accordance with these Specifications.

Breach of Contract or default authorizes the East Texas Council of Governments to exercise any or all of the following rights:

1. The Council may take possession of the assigned premises and any fees accrued or becoming due to date;

2. the Council may take possession of all goods, fixtures and materials of successful Bidder therein and may foreclose its lien against such personal property, applying the proceeds toward fees due or thereafter becoming due.

In the event the successful Bidder shall fail to perform, keep or observe any of the terms and conditions to be performed, kept or observed, the Council shall give the successful Bidder written notice of such default; and in the event said default is not remedied to the satisfaction and approval of the Council within two (2) working days of receipt of such notice by the successful Bidder, default will be declared and all the successful Bidder's rights shall terminate.

Bidder, in submitting this bid, agrees that the East Texas Council of Governments shall not be liable to prosecution for damages in the event that the Council declares the Bidder in default.

NOTICE: Any notice provided by this bid (or required by law) to be given to the successful Bidder by the East Texas Council of Governments shall conclusively deemed to have been given and received on the next day after such written notice (e-mail, facsimile or mail) has been deposited in the East Texas Council of Governments, Texas affixed thereto, addressed to the successful Bidder at the address so provided; provided this shall not prevent the giving of actual notice in any other manner.

PATENTS/COPYRIGHTS: The successful Bidder agrees to protect the East Texas Council of Governments from claims involving infringement of patents and/or copyrights.

CONTRACT ADMINISTRATOR: Under this Contract, the East Texas Council of Governments may appoint a Contract Administrator with designated responsibility to ensure compliance with Contract requirements, such as but not limited to, acceptance, inspection and delivery. The Contract Administrator will serve as liaison between the East Texas Council of Governments Human Resources Department (which has the overall Contract Administration responsibilities) and the successful Bidder.

INVOICING AND PAYMENT will be made upon receipt and acceptance by the East Texas Council of Governments for any item(s) ordered. Payment will be made within thirty days of receipt of invoice.

REMEDIES: The successful Bidder and the East Texas Council of Governments agree that both parties have all rights, duties and remedies available as stated in the Uniform Commercial Code.

VENUE: This Agreement will be governed and construed according to the laws of the State of Texas. This Agreement is performable in the East Texas Council of Governments, Texas.

ASSIGNMENT: The successful Bidder shall not sell, assign, transfer or convey this Contract, in whole or in part, without prior written consent of the East Texas Council of Governments.

SILENCE OF SPECIFICATION: The apparent silence of these Specifications as to any detail or to the apparent omission of a detailed description concerning any point shall be regarded as meaning that

only the best commercial practices are to prevail. All interpretations of these Specifications shall be made on the basis of this statement.

Each insurance policy to be furnished by successful Bidder shall include, by endorsement to the policy, a statement that a notice shall be given to the East Texas Council of Governments by Certified Mail thirty (30) days prior to cancellation or upon any material change in coverage.

TAXES, UNEMPLOYMENT BENEFITS, ETC. The successful bidder hereby accepts exclusive liability for, and agrees to indemnify the Council against liability for: the payment of any and all contributions or taxes for unemployment insurance, old age pensions or annuities or other purposes now or hereafter imposed by the Government of any State of the United States, which are in whole or part measured by and/or based upon the wages, salaries or remuneration paid to persons employed by the successful bidder on work in connection with this order.

ANTI-DISCRIMINATION The successful bidder, in performing the work required hereunder, shall comply with the provisions of Executive Order Number 11246 and shall not discriminate against any employee because of religion, race color, sex, age or national origin.

LIENS The successful bidder agrees to and shall indemnify and save harmless the Council against any and all liens and encumbrances for all labor, goods and services which may be provided under the request by seller or seller's vendor(s) and if the Council requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the Council.

MODIFICATIONS AND AMENDMENTS Purchaser shall have the right to modify this order subject to an adjustment in the price in accordance with the applicable provisions of the Purchase Order, if any, or pursuant to mutual agreement. No agreement or understanding to modify this order shall be binding on the Purchaser unless in writing and signed by the Purchaser or Purchaser's authorized agent.

ANY QUESTIONS concerning this REQUEST FOR PROPOSAL and Specifications should be directed in WRITING to **Linda Walker, Brinson Benefits, Inc. – 214.379.5171, lindaw@brinsonbenefits.com**

GENERAL REQUIREMENTS

Read Carefully

- 1) The information contained in these specifications is confidential and is to be used only in connection with preparing a bid for all or part of the following employee benefit plans:
 - **Group Medical Insurance (Fully Insured)**
- 2) All bid responses should be provided on the enclosed response forms with the signature of your authorized representative. If attachments are necessary, please provide. **DO NOT MODIFY RESPONSE FORMS. Any additional information should be provided at the end of the response form. Include actual rates, plan designs, terms and conditions with your bid forms. Responses must be completed utilizing the Response form.** Contact Brinson Benefits, Inc. for a copy of the response form to be sent via email for your convenience.
- 3) Currently all products should be offered on a June 1 effective date.
- 4) The Council works with an Employee Benefit Consultant **and is not selecting a new broker/agent**, therefore; **please quote NET OF COMMISSIONS.**
- 5) Retirees are not covered.
- 6) No telephone, telephonic, e-mail or fax bids will be accepted. Bids must be sealed and delivered to the Human Resources Department at The East Texas Council of Governments prior to the official bid opening time. **Response forms and proposals must be printed on paper and provided in duplicate and must occupy the bid.** The Council will not be responsible for missing, lost or late proposals. Any bids received after the time set for opening will be returned to the sender.
- 7) The information contained herein is believed to be accurate and up-to-date, but is not intended to be an express or implied warranty.
- 8) Bids are to be submitted on the basis of the specifications contained herein. Alternate bids are encouraged and will be considered provided the alternatives enhance the current plan and are clearly explained. All deviations from the specifications must be clearly identified and explained.
- 9) The East Texas Council of Governments reserves the right to negotiate, amend, accept or reject all or any part of the bids, waive minor technicalities, and award the bid that best serves the interest of the Council. The Council also reserves the right to waive or dispense with any of the formalities contained herein.
- 10) As there are important considerations involved in selecting a carrier in addition to rates, the Council will not be required to accept the lowest proposal. In addition to gross premium, coverage, retention charges and services rendered will serve as a basis for award of the contract.
- 11) Proposals must be submitted for coverage on all eligible full-time regular employees and their dependents. Full-time is defined as 40 or more hours per week. Dependent is defined as the employee's spouse and/or unmarried children from birth to age 25 and claimed as a dependent.

- 12) Waiting period: Newly hired employees and their dependents are eligible for coverage on the date of hire.
- 13) Eligibility: All full-time employees and their dependents are eligible on the date of hire. Terminated employees and all others currently covered under COBRA may continue coverage under COBRA.

The East Texas Council of Governments is aware of the time and effort you expend in preparing and submitting proposals to the Council. Please let us know of any requirements in the RFP that are causing you difficulty in responding. We want to make this process as easy as possible so that all responsible vendors can compete for the Council's business.

RFP 0601-2010

MEDICAL INSURANCE BENEFITS

BIDDERS PLEASE NOTE: TWO COPIES OF THE FOLLOWING BID SHEETS MUST BE RETURNED TO THE HUMAN RESOURCES DEPARTMENT NO LATER THAN Thursday, April 8, 2010 at 10:00 AM CST

Response forms (rate response form and bid affidavit) must be printed on paper in duplicate and must accompany the bid (Include 2 sets)

BID AFFIDAVIT

The undersigned certifies that the bid prices contained in this bid have been carefully reviewed and are submitted as correct and final. Bidder further certifies and agrees to furnish any and/or all commodities upon which prices are extended at the price offered, and upon the conditions contained in the Specifications of the REQUEST FOR PROPOSAL. The period of acceptance of this bid will be _____ calendar days from the date of the bid opening. (Period of acceptance will be 180 calendar days unless otherwise indicated by Bidder.) Initial renewals must be delivered to the Council no later than February 25th of the renewal year with final renewals accepted no later than May 31 of each renewal year for an effective date of June 1st. Initial renewals maybe negotiated between February 25 and May 31.

I hereby certify that the foregoing bid has not been prepared in collusion with any other Bidder or individual(s) engaged in the same line of business prior to the official opening of this bid. Further, I certify that the Bidder is not now, nor has been for the past six (6) months, directly or indirectly concerned in any pool, agreement or combination thereof, to control the price of services/commodities bid on, or to influence any individual(s) to bid or not to bid the Bids provided (check all that apply):

Medical - Fully Insured

Company Name	
Company Address (street, Town, state, zip)	
Telephone Number	
E-mail address	
Fax Number	
Contact Name	
Title	
Authorized Signature	
Date	

EAST TEXAS COUNCIL OF GOVERNMENTS CONFLICT OF INTEREST
FORM (REQUIRED)

CONFLICT OF INTEREST QUESTIONNAIRE		FORM CIQ
For vendor or other person doing business with local governmental entity		
<p>This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.</p> <p>By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.</p> <p>A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.</p>		<p>OFFICE USE ONLY</p> <p>Date Received</p>
1	<p>Name of person doing business with local governmental entity.</p>	
2	<p><input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire.</p> <p>(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)</p>	
3	<p>Name each employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money AND describe the affiliation or business relationship.</p>	
4	<p>Name each local government officer who appoints or employs local government officers of the governmental entity for which this questionnaire is filed AND describe the affiliation or business relationship.</p>	

Adopted 11/02/2005

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor or other person doing business with local governmental entity

5 Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or other relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire? Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity? Yes No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more? Yes No

D. Describe each affiliation or business relationship.

6

Signature of person doing business with the governmental entity

Date

Adopted 11/02/2005

**EAST TEXAS COUNCIL OF GOVERNMENTS
GROUP MEDICAL INSURANCE**

ASSUMPTIONS – Fully Insured

- a) The Council offers a fully insured single option PPO plan. See attached plan designs. The bid is based on duplication of current benefits. The Council also requests HRA compatible plans.
- b) The Council pays 100% employee costs and 30% dependent costs.
- c) Census

	PPO
Employee Only	64
Employee & Spouse	3
Employee & Child(ren)	7
Employee & Family	2
Declined	0
COBRA	Pending
Waiting Period	0

- d) Effective date is June 1, 2010.
- e) All participants enrolled in the plan as of June 1, 2010 are to be covered on a “No loss/No gain” basis. “No loss/No gain” for participants is to include credit for accumulated deductible and coinsurance as applicable. The participant will provide documentation for this credit.
- f) The selected insurance provider will provide enrollment and educational materials, as well as participant in the Council’s annual open enrollment presentations.
- g) The Council must receive renewal rates by February 25 prior to the renewal date in June to assist with state budget requirements. Renewal must be finalized by May 15 of the renewal year.
- h) If rated by *A.M. Best*, the insurance company must have an “A” or better.

EAST TEXAS COUNCIL OF GOVERNMENTS
GROUP MEDICAL INSURANCE

2. Rates and History

Current Renewal Period Large Claim / Ongoing Medical Conditions Detail:

See attached claims data from TML: The Council has knowledge of the following relating to the large claims indicated by TML:

ANY QUESTIONS concerning this **INFORMATION** should be directed in **WRITING** to Linda Walker, Brinson Benefits, Inc. – 214.379.5171, lindaw@brinsonbenefits.com

East Texas Council of Governments
GROUP MEDICAL INSURANCE

3. Rates and History

HIGH PPO – MEDICAL PLAN YEAR	Employee Only	EE+ Spouse	EE+ Child(ren)	EE+ Family
RENEWAL June 1, 2010 – May 31, 2011	\$582.14	\$1162.99	\$870.41	\$1746.42
June 1, 2009 – May 31, 2010	\$539.02	\$1076.84	\$805.94	\$1617.06
June 1, 2008 – May 31, 2009	\$523.32	\$1045.48	\$782.46	\$1569.95

Carrier History:	PPO Medical
RENEWAL June 1, 2010 – May 31, 2011	TML TML Intergovernmental Employee Benefits Pool
June 1, 2009 – May 31, 2010	TML TML Intergovernmental Employee Benefits Pool
June 1, 2008 – May 31, 2009	TML TML Intergovernmental Employee Benefits Pool

**East Texas Council of Governments
GROUP MEDICAL INSURANCE**

3. Response Form

PPO – Medical Plan Year	Employee Only	EE+ Spouse	EE+ Child(ren)	EE+ Family
June 1, 2010 –May 31, 2011				

The undersigned, does hereby declare that they have read the specifications for Group MEDICAL Insurance for the Council, and with full knowledge of the requirements, does hereby agree to furnish the administrative services in full accordance with the specifications and requirements. The undersigned also agrees to duplicate present coverage and if not, will attach itemized detail of any differences.

Company Name	
Company Address (street, Council, state, zip)	
Telephone Number	
E-mail address	
Fax Number	
Contact Name	
Title	
Authorized Signature	
Date	

East Texas Council of Governments
GROUP MEDICAL INSURANCE

4. Attachments

PPO Schedule of Benefits	Census for RFP – Excel document
Medical Claims History TML	TML Large Claims TML monthly claims-premium
Texas Sealed Bid Waiver	