Addendum #1

Please note the following clarifications are hereby made to the aforementioned RFQ.

This addendum is being issued to answer questions that have been submitted as follows:

Questions and Answers

See answers to question on pages two and three?

-End of Addendum-

Issued by (signature)

May 17, 2021
Date

ACKNOWLEDGEMENT: Please acknowledge receipt of this addendum by initialing the appropriate line on the Addenda Checklist, Section 4 of the RFP.
Questions for RFP769-21-0421-BS ACA

Question
How many 1095-C’s were furnished to employees for Tax Year 2020?
How many FEIN’s are included within UNT’s ACA Reporting process?
What full-time determination measurement method does UNT currently utilize?
(Lookback method or monthly measurement method)
How many lowest cost health plans are offered to employees?

Response
7124
Four
Lookback
Two

How many data files are compiled for the current ACA Reporting process? (Number of files including payroll, enrollment/benefits data, COBRA, other data vendors)

Does UNT currently provide electronic 1095-C’s (eStatements) to employees? Or are all forms printed and mailed?

Responses posted to questions submitted indicate the contract period starts January 1, 2022. Does this mean the services covered by this request include the ACA Tax Reporting services and completion of Forms 1095-C for 2021 due in January 2022 or for the Forms due in January 2023?

Who is your current vendor?
Is there any dissatisfaction with your current vendor? If so, can you provide details on that dissatisfaction?
Is there any dissatisfaction or pain point with your current process? If so, can you provide details on dissatisfaction or pain points?

What are the number of entities that have employees requiring the filing of a Form 1094-C?

Does UNT base eligibility based on data provided from its current ACA vendor?
Do any of your benefit plans base eligibility on work hours? If so, how many employees have eligibility based on hours?
Do any of your benefit plans base eligibility on position? If so, how many employees have eligibility based on position?

Do you provide the ACA equivalences for non-hourly positions?
When you track eligibility for ACA purposes, do you provide eligibility based on ACA regulations or the hours employees report and is it the provider’s responsibility to translate that to full time equivalency statuses?

How do you provide all employee information to the current provider?
What system is currently used to store employee and dependent data?

Response
One per month
Mail

Services under this request would begin with 2022 and would not include processing and mailing of 1095-C’s for 2021

Tango

Collaborative Effort

Combination of job type and FTE/7936

Combination of job type and FTE/7936

Yes

Reported hours and provider translates electronically

PeopleSoft
Are employees and dependents on the same system?
Are non-employee data such as retirees provided in the same format as employees?

What information can be provided to the ACA service provider electronically?
Can the information be provided in a prescribed format or will it need to be manipulated?
Are there edit-checks in place or will the ACA provider be responsible for analysis and scrubbing of data?
How are Form 1095-C’s currently distributed to employees?
Have any UNT entities received any IRS notices? If so, were any of these notices addressed by the vendor?
If notices were received, were any taxes or penalties assessed?
Will the RFP include all locations of UNT Systems or just UNT Denton?
What active ACA accounts do you currently have under the UNT System?

Our organization provided ACA services to UNT Health Science Center in the past. Is there any insight that can be provided about this decision to cancel services?
Is there a specific pricing schedule to be completed (as referenced in sections 5, 5.5.2., and Appendix 1 section 1.10 of this RFP)?
Sections 3.4 and 4.2 - Can the bidder provide standard agreement terms as an exception to the terms and conditions or will detailed exception to the sample agreement required?
Section 5.5.1- Can the bidder provide their own scope of services or Schedule document?

Due to our stringent Information Security Policy, we are prohibited from copying confidential information to removable media such as CDs or USB flash drives. Is it acceptable to utilize another electronic transfer method (via secure email or online upload)?
Is there anything that could impact the scope of the project?
What is your proposed timeline?
What is your available budget?

We store employee information. Another state agency stores dependent information
Only active employee data provided
Employee data includes: Demographic data, hours, term dates, benefit term dates, opt out, waived, enrollment, hire dates, ben eligibility dates
We will collaborate with the vendor but would want to know the format up front
Provider responsibility collaborating with Human Resources
Mail

Yes to both
Yes
Yes all locations
4 accounts

No
No
Detailed exception will be need.
Yes

Yes, but it must arrive by the due date of the RFP. You will also need to provide a paper copy of the RFP response by the due date of the RFP.
Unknown
Completion required by December 1, 2021
Not Available
Will anyone else be involved?  
IT Department

How closely will you be involved in the project?  
We will work directly with the vendor and our IT department

If you accept the proposal, what’s the next step?  
Contract negotiation

What is the first expected ACA tax year for this contract?  
2022

Will ACA Individual State Mandate services be requested as a part of this RFP?  
Yes

Will IRS ACA penalty letter assistance be requested as a part of this RFP?  
Yes

What weighting will cost have in this RFP?  
All evaluation criteria are weighted equally.

We understand UNT has a Designated Governmental Entity (DGE) that handles ACA reporting separately from UNT. Will this arrangement remain?  
Yes