

REQUEST FOR QUALIFICATIONS ISSUED BY BECKER COUNTY

Date: May 15, 2023

Becker County, a government organization, is soliciting Statements of Qualification from individuals and/or firms for the purpose of providing professional services relating to medical insurance broker services. Becker County's current medical contract expires December 31, 2023. Please reference the Becker County Government Page for full details:

<https://www.co.becker.mn.us>

Scope of Service:

- Work collaboratively with Becker County Administration as well as any identified members of the benefits committee for the goal of providing the most cost effective and quality health insurance coverage for all employees.
- Draft and submit an RFP for medical insurance for the employees of Becker County for implementation in 2024.
- Review and/or make recommendations to administration as well as the benefits committee on vendors to provide health coverage beginning the year of 2024.
- Attend Becker County Board of Commissioners meetings as needed.
- Attend presentations/training as needed for staff to assist them in understanding medical service options.

Request for Qualifications Requirements:

- Name, Address, Telephone, and other numbers
- If Selected, Person responsible for project implementation
- Description of capacity/firm
- Description of similar work/projects
- Minimum of four references from recent clients
- List of projects that have been worked on the past three years
- Approximate cost of services, including reimbursable expenses
- Other information felt appropriate for consideration

Individual/Firms will be chosen based on the basis of experience, compatibility, availability, references, compensation, appropriateness in approach, insight into the process and the area to be serviced.

Becker County hereby reserves the right to reject any and all responses, as well as to modify the scope of work in accordance with negotiations and local needs, staffing needs, and general planning environment.

Responses: Please submit one signed original of your basic response. All responses must be received by the deadline date of May 31, 2023. All documents should be dated and clearly marked: RFQ RESPONSE and addressed to:

Carrie Smith, Human Resource Director, (218)846-7309

Carrie.smith@co.becker.mn.us

Human Resource Department

915 Lake Avenue

Detroit Lakes, MN 56501