



Human Resources Department

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From: Brad Wirtz, HR Director
Dave Schmiedicke, Finance Director

To: Board of Estimates

Re: Benefit Consultant – RFP

As indicated in the memo to Mayor Soglin on November 22, 2016, which was included in the Board of Estimates Agenda on January 23, 2017, the City wage and life insurance programs have not undergone any meaningful evaluation since implementation in the 1970s. City HR and the Finance Department have recommended an appropriation of \$50,000 for an evaluation of these programs by an outside benefit consultant with expertise and experience in the evaluation of such programs. Following the approval of funding an RFP would be developed to provide the following information including a comparison to similar sized, peer group, employers offering the similar benefits:

- An actuarial valuation of current wage and life insurance plans
- Evaluation of plan design competitiveness
- Evaluation of integration and vendor effectiveness
- Evaluation of overall cost and potential cost savings
- Risk analysis of current design including existing premium stabilization fund
- Recommendations for benefit improvements
- Recommendations for next steps

Following the initial report, and depending upon the findings, the benefit consultant may also provide the following services:

- Education and outreach to unions, associations, and employees regarding the findings and recommendations, in cooperation with HR staff
- Development of RFP(s) for wage and life insurance plans
- Assistance in the evaluation of potential vendors
- Similar evaluation of other City benefit programs