

OFFICE OF BUSINESS SERVICES
REQUEST FOR PROPOSAL TITLE: VIRTUAL BENEFITS SERVICE PROVIDER
RFP NUMBER: E521-024
RFP CLOSING DATE: MARCH 22, 2021 @ 3:00 PM



ADDENDUM #1
Issued: March 12, 2021

ADDENDUM FOR THE PURPOSE OF:

- To extend the Closing Date from March 15, 2021 at 3:00 p.m. to March 22, 2021 at 3:00 p.m.
- To provide the attached questions and answers

All other specifications, terms and conditions remain unchanged.

A handwritten signature in black ink, appearing to read 'Patrick Johnson', written over a horizontal line.

Patrick Johnson, MBA
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the proposal. **Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.**

NOTE: All proposals MUST BE RECEIVED **electronically** (NEW) by 3:00pm Eastern Standard Time on **March 22, 2021.**

Electronic proposal and addendum or addenda shall be sent to the following email address prior to the submittal deadline date and time at vendor.proposals@montgomerycollege.edu. **No responses will be accepted after this date and time.**

Company Name

Authorized Signature

Date

Printed/Typed Signature

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Vendor Questions	MC Response
<p>1. Are you able to share the list or number of proposals invited to this RFP?</p>	<p>The RFP is advertised on the State of Maryland website, eMaryland Market Place and Montgomery County Central Vendor Registration website. They are online procurement platforms used to connect the vendor community with contracting opportunities from state, county, and local government entities. Vendors offering this particular service any qualified vendor can submit a proposal if they feel they meet the requirements of the RFP.</p>
<p>2. The testimony of the current Montgomery College benefits and HR teams using our product would be an important component of our proposal. Do you have any recommendations for how we can best include this data and anecdotal support to be considered in our proposal?</p>	<p>Please read the RFP in its entirety for specifications and requirements.</p>
<p>3. Jellyvision now offers an HSA product that covers HSA, FSA, HRA, Commuter Benefits, COBRA, etc. Are these services out to RFP this year as well? Can we request that Jellyvision be invited to submit a proposal for these services whenever the time is right?</p>	<p>Please continue to visit our procurement website for upcoming bid opportunities: https://info.montgomery.edu/offices/procurement</p>
<p>4. In the requirements it states a SOC II is required. We do not have a SOC II report, however, the platform is ISO 27001 certified and we perform annual 3rd party penetration testing. Please let me know if MC will accept ISO 27001 certification vs. SOC II + we'll respond to your security assessment?</p>	<p>Yes, we will accept ISO 27001 certification vs. SOC II +.</p>
<p>5. Under scope of services the RFP list the below functionality. The three items noted below are normally not done by the virtual benefits fair platform. Normally clients already have a website or software that handles enrollment and plan administration. Typically, we're just linking to your existing 3rd party software for this vs. asking our virtual conference platform to provide the functionality.</p> <ul style="list-style-type: none"> - Enrollment management and reporting for employees and employer; - Benefit administration, reporting and payment; - Plan comparison capabilities and sampling reporting; 	<p>The answer is no to all except the last one. The current platform does not have the capability to compare plans side by side and provide a recommendation to the employee, except for a few basic questions. The sampling reporting - not sure exactly what that means. The platform does provide reporting on how many people utilized the system.</p>

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<p>Can you confirm if the VBF platform is supposed to provide these HRIS functions?</p>	
<p>6. Thank you for inviting [REDACTED] to participate in your Virtual Benefits RFP. I'd like to respond, but it's not clear what the problem is with Jellyvision in the RFP. I have a number of clients that use Jellyvision, and others who use other virtual/online communication solutions for very specific reasons. It sounds like it checks all the boxes for the College, so I am just not sure there is an alternative at a similar price-point that you'll want to explore unless something is broken.</p>	<p>Montgomery College is a public, <u>fully accredited</u> institution. The Board of Trustees expects that the College's procurement processes will be consistent with all applicable laws, regulations and ethical standards. Therefore we are required to seek competitive solicitations for purchases over \$25,000. We look for the most responsible, responsive Offeror that can meet or exceed the terms, conditions, and specifications of this solicitation. The incumbent vendor is allowed to submit a proposal along with other qualified vendors as part of the process.</p>
<p>7. As the incumbent vendor, do we need to submit a new contract and redlines to terms and conditions, or is what we have in place currently sufficient to continue with if we are selected as winners?</p>	<p>This is a new solicitation for a virtual benefits service provider. The approach would be as a new contract with new submissions.</p>
<p>8. Is the Mid-Atlantic Purchasing Team Rider Clause something we are supposed to fill out as part of our submission? We are unsure how to complete it. If so, and any guidance would be appreciated.</p>	<p>Montgomery College is a participating agency, serving as the lead agency for this procurement, and have included this MAPT Cooperative Rider Clause as a notice to vendors. This would allow the listed public entities to participate (piggyback) the resulting contract.</p>

***** **End of Questions & Answers** *****