

Notice of Intent for SFHSS to
Release a Request for Proposal (RFP)
for actuarial and health benefit consulting
services in January 2023 for services
beginning July 1, 2023.

Health Service Board | December 8, 2022

Agenda

- Introduction
- Scope of Services
- Schedule
- Notice

Introduction

The San Francisco Health Service System will release a formal Request for Proposal (RFP) for actuarial and health benefit consulting services in January 2023 for services beginning July 1, 2023.

The scope of the RFP and the resulting agreement with the highest ranked proposer, as selected by an evaluation panel of subject-matter experts, includes actuarial services, audit and health benefit analysis services, trust fund and reserves analysis and consulting services, and ongoing reporting and research services for the San Francisco Health Service System.

Scope of Services

Actuarial Services

- Annual rates and premium contributions
- 10-County Survey
- Negotiating benefit plan renewals and rates
- Analyze claims experience and trends
- Evaluate underwriting assumptions and rate-setting methodologies

Audits and Analysis

- Clinical, claims, and performance guarantee audits
- Risk-score analysis
- Evaluation and reporting on claims experience
- Evaluate and report on new benefit offerings

Scope of Services (cont.)

Trust Fund and Reserves

- Trust analysis and recommendations
- Reserve calculations
- Annual financial statements
- Support for external audits

Reporting and Research

- Centers of Medicare and Medicaid Services
- IRS compliance support
- Health Service Board
- Health Service System

Scope of Services (cont.)

Healthcare and Trust Consulting and Compliance Services

- Strategic planning
- Statutory and regulatory consulting
- General compliance consulting and advisory services

Optional Additional Services

- Voluntary benefits administration
- Municipal Executive enrollment support
- COBRA administration
- AB528 administration
- Healthcare and dependent care flexible spending account administration
- Benefits discrimination testing

Schedule

RFP Development

- Health Service Board – *September 2022* (discussion)
- Health Service Board – *December 2022* (RFP notice delivered)
- Health Service Board – *December 2022* (blackout notice delivered)

RFP Schedule

- Release RFP – *January 2023*
- Proposals Due – *March 2023*
- Evaluation Panel – *March-April 2023*
- Oral Interviews – *April 2023*

Presentation to Health Service Board – *May 11, 2023*

New Agreement Start Date – *July 1, 2023*

SFHSS Notice to the Health Service Board

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