

City of Cedar Rapids

Wellness Services Program RFP

Addenda

1. Who are they currently using for Wellness?

The City has had an established wellness program for many years and the City has maintained Health Solutions as its consultant since September 1, 2009. (See 4.1)

2. What is their current spend for their Wellness program?

The City averages about \$18,000 per month for their Wellness programming.

3. What is lacking from their current Wellness Program? What has been successful for their employees through their current Wellness Program?

The City does not believe there is anything lacking from their current program but are open to considering any additional programming a vendor may suggest. The City has been able to achieve a significant engagement level in their programming and continued success in decreasing the risk levels of the population.

4. Why are they out to bid?

It is the City's practice to open services for bid periodically to insure they are providing a quality program at a competitive price.

5. Do they currently engage an EAP with the Wellness Program? If so, how many sessions do they provide? How many training hours and critical incident response hours are included in their EAP?

The City does not engage an EAP through the Wellness Program service provider. Employees are offered an EAP benefit from a separate service provider.

6. How many wellness training hours do they use annually?

The City provides at least one lunch and learn topic at two different locations each quarter. The wellness vendor does not always provides these topics but helps to coordinate the speakers.

7. Do the employees have access to a computer?

The majority of employees have regular access to a computer. However, approximately 200 do not.

8. What is the utilization rate of the current Wellness program?

The City had 920 employees and 81 spouses participate in the 2015 Health Assessments. The City had approximately 85 high risk monthly participants and 230 moderate risk monthly participants in on-going wellness coaching during CY 2015.

(See Wellness Program Services RFP 4.1)

9. Would you like us to include our EAP solution which is included in our Wellness Program? Do you prefer we quote on our full Wellness program w/o the EAP?

The City currently has an active RFP for EAP services. Vendors should respond to that RFP if they are interested in quoting those services.

10. Are they self-funded? If so, would you like us to quote on our Care Coordination solution which addresses co-morbidities and disease management?

The City is currently has a self-insured health plan. It is up to your discretion what programming you include in your RFP response. Programming costs should be itemized on the Financial Worksheet (Attachment H.)

11. When will the answers be posted to the website? Will we be notified by email that answers have been posted?

Addenda will be posted on the website as soon as administratively possible. It is the Proposer's responsibility to check for addenda. (See Wellness Program Services RFP 2.7)

12. Could you please add clarity on your submission instructions for Wellness Program Services RFP for the City of Cedar Rapids? Page 12 of the RFP indicates 1 hard copy and 1 by email. On page 3 directions state, no electronic proposals are accepted. Could you please confirm?

Yes, an electronic version is required.

13. Could you please tell me if there are several offices participating in the biometric screenings for Cedar Rapids?

Yes, though the locations are within the Cedar Rapids city limits.

14. What are the expectation for travel fees? (Do you prefer seeing this as a line item or built into the pepm rate?)

The City requires that all travel expenses be included in the fees. (see Wellness Program Services RFP 6.1.7)

15. Out of the population of 1300 employees how many employees participate in biometric screenings? How many different locations does that entail and where are the employees located.

The City had 920 employees and 81 spouses participate in the 2015 Health Assessments. (see Wellness Program Services RFP 4.1)

In 2016, the City had 28 screenings at 12 City locations in the Cedar Rapids area.) Additional screenings were also offered at the current Vendor's offices.