University of New Mexico Hospitals

Request for Proposals
Addendum No. 1

RFP P461-22 Flexible Spending Account Administration (FSSA)

Due Date: June 15, 2022, 2:00 p.m. MST The time and date proposals are due shall be strictly observed.

Addendum Number one (1)
RFP P461-22 Flexible Spending Account Administration (FSSA)

Q & A

1. What is the claim funding arrangement and frequency of funding between UNM Hospitals and the vendor? **Answer:** Claim funding is currently done weekly.

2. Will the vendor have ACH access to a UNM Hospitals bank account for claims? If not, will prefunding be provided? **Answer:** Funding with a new vendor will be determined during the implementation process.

3. Will UNM Hospitals supply the vendor with a payroll file of actual FSA contributions data? **Answer:** The expectation is that UNMH will provide these details to the awarded vendor. If so, will UNM Hospitals conform to the vendor file specs? **Answer:** This cannot be determined until UNMH's IT team can review the vendor file specs.

4. Will UNM Hospitals provide an electronic open enrollment and ongoing file for new hires, terminations and changes? **Answer:** The expectation is that UNMH will provide these details to the awarded vendor. If so, will UNM Hospitals conform to the vendor file specs? **Answer:** This cannot be determined until UNMH's IT team can review the vendor file specs.

5. What is the effective date of the contract? **Answer:** The effective date is intended for 1/1/2023, however, implementation will need to begin in August to ensure systems are set up for open enrollment.

6. Can you disclose current FSA pricing? Does this pricing include the debit card? **Answer:** $3.96 per participant per month, yes it includes the debit card. No additional charge if 1 participant has both a medical and DCAP reimbursement account.

7. When is the anticipated award date? **Answer:** Approximately 8/1/2022

8. Can you disclose the current FSA vendor? **Answer:** No

9. When is open enrollment? **Answer:** Usually in November