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Robert Moser, MD, Secretary
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MEMORANDUM

TO: Health Care Commission
J. Scott Day
Steve Dechant
Mark McGivern
Sandy Praeger

FROM: Mike Michael

DATE: June 7, 2013

SUBJECT: **Flexible Spending Account Administration Contract**

Request For Proposal EVT0002176 for administration of the Flexible Spending Account (FSA) program was released on March 25, 2013, and closed on April 24, 2013. The programs under the FSA program include the Health Care FSA, Limited Purpose FSA and Dependent Care FSA programs. Staff held negotiation meetings with four (4) vendors. Following the meetings, the vendors were asked to provide additional information to clarify their bids, and their best and final pricing.

In addition to vendor experience and claims processing capacity, other issues of specific focus were enhancing member access to their account information and funds through user-friendly web portals, mobile applications and debit cards.

Recommendation:

Staff recommends that a three (3) year contract be awarded to NueSynergy for administering the Flexible Spending Account program.