



MEMORANDUM

TO: Health Care Commission
Steve Dechant
Sandy Praeger
Nancy Ruoff
John Staton
Dennis Taylor

FROM: Mike Michael

DATE: June 1, 2011

SUBJECT: **Contract for Webhosting Enrollment Portal Vendor**

Currently, enrollment and open enrollment activities for non state employees and direct bill members are done on paper forms that must be scanned and keyed by membership staff. To automate this process an RFP for an enrollment portal for the non state and direct bill members was released on January 12, 2011. The bid closed on April 6, 2011. Three bids were received from Ceridian, COBRAGuard and Mersoft. Negotiations were held with all three bidders.

The State Employee Health Plan (SEHP) reviewed the proposals submitted by each of the vendors. Careful consideration was given to startup and ongoing project costs, services offered, ability to customize member experience, and capacity to add future modules or functionality.

Recommendation:

Staff recommends awarding a three-year contract to COBRAGuard for webhosting enrollment portal development.