



MEMORANDUM

TO: Health Care Commission
J. Scott Day
Steve Dechant
Kenneth Selzer
Sarah Shipman
Heather Young

FROM: Mike Michael

DATE: August 21, 2015

SUBJECT: **Wellness Consulting Services**

Request for Proposal (RFP) EVT0003826 for wellness consulting services was released on June 12, 2015. The RFP closed on July 21, 2015. Two bids were received in response to the RFP. In addition to the incumbent CBIZ, a bid was received from Segal Consulting. All bidders were invited to negotiation meetings. Following review and vendor negotiations, all bidders were asked to submit their revised proposals.

Based upon a review of the RFP and subsequent negotiation sessions, both vendors would be able to provide the services requested. The three-year retainer costs were considered and CBIZ provided the services at a lower monthly retainer cost.

Staff Recommendation:

Based on the information gathered in bid responses and during negotiation meetings, staff recommends that CBIZ be awarded a three-year contract to provide the wellness consulting services to the plan.