

Questions	City of Flagstaff	CCASD	CCC	Coconino County	FUSD	NAPFTA
Do they currently have an EAP solution? If so, who are they using?	Flagstaff Counseling Center	n/a	Jorgensen Brooks	Jorgensen Brooks, since 7/1/2013	n/a	Flagstaff Counseling Center
What is their Utilization Rate?				\$2.44 per FTE employees per month. Additional training services \$200 per hr, additional mediation services \$200 per hour, additional DOT SAP evals \$600 per case.		5% or less
Where are the bulk of the employees located? How many are in other areas of the state?	Flagstaff	Flagstaff Page - 7	Flagstaff	Flagstaff	Flagstaff	Flagstaff
Would NAFEBT be able to provide us with a recent utilization report?				Sent earlier to Robert Sedillo on 12/15/2017		no
How many CSD's are they requesting and how many have they had over the last three years?				Requesting 10; responded to 4 in 2016 and 9 in 2015.		na
How many trainings are they requesting and how many have they had over the last three years?				Supervisors Development Academy 4 hours; Emotional Intelligence 14 hours		we offer 6 per employee per year, utilization is roughly 4 employees per year
What types of services do you want offered to CCC, FUSD and CCASD students?	n/a			n/a		n/a
What does it mean to "Screen applicants and employees using the MMPi when relevant for job duties and provide an interpretive report"?	The MMPi is only used by the City of Flagstaff for Police and Fire Department personnel. It is used as a pre-employment tool to assist the City in making			n/a		n/a
How many on-site hours for orientations, personal development workshops, and fair health participation were actually conducted over each of years?				Initial orientation sessions		n/a
Of the 3,200 employees in the Trust, how many are assigned respectively to each of the six participating agencies?				932 FTE benefit eligible employees		87 FTE benefit eligible employees
How many students are enrolled in each of the educational units (CCASD, CCC and FUSD)?	n/a	140 students	3595 FTSE	n/a		n/a
Could you please provide a breakdown of benefit eligible employees for each of the agencies?	759 benefit eligible employees	19 FTE benefit eligible employees	150 FTE benefit eligible employees	932 FTE benefit eligible employees	1319 FTE benefit eligible employees	87 FTE benefit eligible employees
Why are you requesting this RFP at this time?	Purchasing benefits through NAFEBT has increased the ability to sustain a better benefits package, long-term, than any of these public employees			NAPEBT quote vs. Coconino County contract		agree with City response as reason we are considering this approach.
Please confirm if you still require a PT rate only and if so, please provide the number of PT employees.		4 PT employees	Approximately 200 PT employees CCC would like a quote for 3 critical incidents per year AND a quote for per service fee.	69 part time employees of which 18 do not receive Health coverage; 255 Temporary (273 non-benefit eligible)	485	
How many critical incident responses do you prefer to have included in your program?	The City prefers a fee for service, instead of a specific count.			10		same as City response.
Do you prefer a fee for service option?	Yes		Please quote for both options.	Please quote both options.		yes
How many onsite trainings do you prefer included in your program? (we realize you need onsite trainings and require 1 health fair per agency annually)				2 for health fair; 1 Flagstaff/1 Page, others at fee service option Supervisors Development Academy 4 hours/annual; Emotional Intelligence 14 hours/annual		we prefer a fee for service
We realize you have 6 agencies; however, could you please confirm the total number of locations would there be for orientations?	The training for the City occurs at City Hall and is streamed / recorded	2 locations	3 locations	5 locations Administration, LEAF, Ponderosa Rm, Public Works and Page		1 location
Would you consider webinars for orientations or do you require onsite orientations?	The City requires on site training. Webinar would not fit needs.			Prefer a combination of in-person and webinar ok, would want saved for rebroadcast too		onsite is required
What is your average amount of DOT/SAP cases annually?						< 1, we are required to have SAP services available (funded by TTA)
Besides the police and probation employees are there any other specialty positions we should be aware of?			CCC has a Security department.	inl detention officers and Juvenile Detention Youth care workers		
Can you please provide the total number of specialty positions for each agency?						
Should specialty (12 session) pricing be based on ALL entities within NAFEBT? If individual entities, please identify the number specialty positions within each of the 6 groups?				Same as line above		
Please explain the specifics of mediation services needed.	The City requests that the responding vendor describes the services they are able to provide.					
Are telephonic risk assessment screenings acceptable?	No		No	No		
When is the intended EAP vendor decision date?	1-Apr-18			Yes, for triage only		
When is the intended EAP implementation date?	1-Jul-18			1-Jul-18		
How many years would you like this contract to be for?				up to 5 years		
Are there specific areas of enhancement you are seeking at this time?						
What is the Northern Arizona Public Employee Benefits Trust currently paying for their EAP services?	The City budgets \$34,000 per fiscal year for EAP services		\$10,000 annually	\$28,000.00/annual		\$1,000
Based on how many employees?				943 employees		based on historical actual net FTE
What was the total dollar spent for the EAP in 2016?				FY17 \$28,605.00		\$700
What was the total dollar spent for the EAP in 2015?				FY16 \$28,700.00		\$500
Is the Northern Arizona Public Employee Benefits Trust currently receiving Work-Life Services, i.e. telephonic consultation and referral for Child Care, Elder Care, etc.?	The city doesn't have this service.			The County doesn't have this service.		we don't offer this service
Should telephonic Work-Life Services be included in the quote to be submitted?	Include in the quote, but not at the base level.			Please include this as an option in the quote.		
Is Northern Arizona Public Employee Benefits Trust currently receiving Legal Consultation Services, i.e. 30-minute consultation with an attorney; beyond the consultation, attorney services offered at a 25% discount?	The city doesn't have this service.			The County doesn't have this service. Please include this option in the quote.		we don't have this service but are interested in seeing cost for adding to our benefit
Is Northern Arizona Public Employee Benefits Trust currently receiving Financial Consultation Services, i.e. telephone-based financial advisory services provided by qualified financial planners?	The city doesn't have this service.			The County doesn't have this service. Please include this option in the quote.		we don't have this service but are interested in seeing cost for adding to our benefit
Can you provide the total number of in-person EAP sessions provided in 2015?				100		< 10
Can you provide the total number of in-person EAP sessions provided in 2016?				79		< 6
Can you provide the average number of sessions provided per case in 2016?				269		< 10
Will electronic communication materials, i.e. brochures, posters, meet your needs?				Not provided in utilization report. Contract includes up to 6 visits per issue.		5
If not, how many brochures would you like us to print?				Yes		yes
Can you provide the number of training hours provided in 2016?				n/a		
How many of those hours were provided in-person?				12		our training and orientation are provided in house, the hours vary all
Can you provide the number of orientation hours provided in 2016?				Zero		our training and orientation are provided in house, the hours vary all
How many of those were provided in-person?				n/a		
How many in-person hours are included annually in the current contract?				Up to 4 hrs. May be provided by DVD recording		this is not included in current services
How many Critical Incident events were responded to in 2016?				4		
How many Critical Incident events were responded to in 2015?				9		
How many hours of Critical Incident support were provided in 2016?				Not provided in utilization report		
How many hours of Critical Incident support were provided in 2015?				Not provided in utilization report		
How many hours of on-site Critical Incident support are currently provided in the contracted rate?				Unlimited		
Will all six (6) agencies use the selected vendor?	Yes	Yes	Yes	Yes	Yes	Yes
Which agencies currently extend the EAP benefits to dependents?	Yes			Yes	Yes	Yes
Which agencies currently extend the EAP benefits to part-time employees?	Yes			Part time FTE's are eligible for EAP benefits. Temporary staff Not currently receiving but would like quoted as option on fee service basis.		
Is it possible to attend the pre-proposal conference via telephone?	Yes, US/CAN Toll Free: 1-877-820-7831, Participant Passcode: 311459					
The Scope of Work requires representation at one health/benefit fair per year per employee location. Can you provide the number of employee locations that this will be required at by each agency? Also, how many hours is coverage expected for at these events?				The County participates in two NAFEBT health fairs: one in Flagstaff and one in Page. Flagstaff - 10 hours, Page - 6 hours.		NAFETA participates in NAFEBT health fair in Flagstaff