



State of Arkansas, Bureau of Legislative Research

# Employee Health Benefits Consulting Services

**BLR-210001**

**Price Proposal**

April 12, 2021



One Paces West  
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April 12, 2021

Ms. Jillian Thayer  
Director of BLR Legal Counsel  
State of Arkansas, Bureau of Legislative Research  
500 Woodlane Street  
State Capitol Building, Room 315  
Little Rock, Arkansas 72201

RE: Employee Health Benefits Consulting Services to State of Arkansas, Bureau of Legislative Research – Price Proposal

Dear Ms. Thayer:

We appreciate the opportunity to present our **Official Proposal Price Sheet** to the State of Arkansas, Bureau of Legislative Research (BLR).

All charges are valid for one hundred eighty (180) days following proposal opening, and has been included in the cost evaluation. Our pricing also includes all associated costs for the service being bid.

Thank you for your consideration and we look forward to continuing our relationship with the BLR on this very important engagement.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick Klein".

Patrick J. Klein, FSA, MAAA  
Vice President and Consulting Actuary  
Segal

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# Table of Contents

Section 4: Cost Proposal.....1

# Section 4: Cost Proposal

## *Compensation (4.0)*

*Compensation for Employee Health Benefits Consulting Services shall be paid based upon the work performed as specified in this RFP. A Vendor seeking consideration shall submit a compensation proposal for Employee Health Benefits Consulting Services as provided throughout the RFP.*

*The fee schedule will cover the time spent in the completion of the requested task or project, as well as other administrative costs (including, but not limited to, secretarial, bookkeeping, budget preparation, monitoring and auditing services, travel expenses, etc.). The fee schedule will cover the time expended inclusive of all overhead or any other costs associated with the particular individuals who may be performing the services.*

Segal acknowledges and agrees with the requirements set forth in this section.

## *Payment schedule (4.1)*

*The BLR shall pay the Vendor based on the hours expended for the approved projects on a monthly basis or as otherwise may be agreed to in writing by the parties. The BLR may request and the Vendor shall provide timesheets or other documentation as may be directed by the BLR prior to the payment for any services rendered. Failure to provide appropriate and satisfactory documentation will be sufficient grounds to withhold payment for the disputed amount, but other nondisputed amounts must be paid in a timely manner.*

Segal acknowledges and agrees with the requirements set forth in this section.

## *Travel, Lodging, and Meals (4.2)*

*The Successful Vendor may submit invoices and receive reimbursement for actual travel expenses allowed by law related to attending meetings of the Subcommittee and other legislative committees of the Arkansas General Assembly, or other travel related to work under the Contract as approved by the co-chairs of the Subcommittee. Reimbursement of travel expenses will be included in the total maximum contract amount.*

*Estimates of expenses as allowed by law for travel related to field work required by the Contract and this RFP should be included by the Vendor in the fee schedule, as required by Section 4.0.*

Segal acknowledges and agrees with the requirements set forth in this section.

## Attachment A – Official Proposal Price Sheet

Note: The Official Proposal Price Sheet must be submitted in a separate envelope or e-mail. Any reference to pricing in the technical proposal shall be cause for disqualification from further considerations for award.

1. Bids should provide at least a 180-day acceptance period.
2. By submission of a proposal, the proposer certifies the following:
  - A. Prices in this proposal have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition;
  - B. No attempt has been made nor will be by the proposer to induce any other person or firm to submit a proposal for the purpose of restricting competition;
  - C. The person signing this proposal is authorized to represent the company and is legally responsible for the decision as to the price and supporting documentation provided as a result of this RFP; and
  - D. Prices in this proposal have not been knowingly disclosed by the proposer and will not be prior to award to any other proposer.

The Official Price Proposal Sheet must be submitted in substantially the following form, allowing for the inclusion of specific information regarding positions, goods, services, etc., and signed by an official authorized to bind the Vendor to a resultant contract.

DESCRIPTION	PRICE PER HOUR	NUMBER OF POSITIONS
Supervisor	SVP: \$500 VP: \$450	1 (100 hours) 2 (500 hours)
Other Professional Staff (List by Position)	SVP: \$500 VP: \$450 Consultant: \$350 Analyst: \$235	3 (30 hours) 2 (30 hours) 3 (400 hours) 2 (600 hours)
Support Staff	Segal includes administrative work free of charge	N/A
DESCRIPTION	PRICE PER UNIT (IF APPLICABLE)	TOTAL PRICE
Subcontractors (if any)	N/A	N/A
Travel	\$3,000	\$15,000
Any Additional Goods & Services (List Individually)	N/A	N/A

*TOTAL MAXIMUM AMOUNT OF BID:	\$575,000
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\* Segal expects to spend \$600,000 in time and travel, however we've capped the bid at \$575,000.



April 12, 2021

\_\_\_\_\_  
Signature, Title

\_\_\_\_\_  
Date