

**32079**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**NOVEMBER 7, 2013**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508**  
**COUNTY OF COOK STATE OF ILLINOIS**

**CLAIMS ADMINISTRATION SERVICES**  
**DISTRICT VISION PLAN**  
**VISION SERVICE PLAN (VSP)**  
**OFFICE OF HUMAN RESOURCES AND STAFF DEVELOPMENT, BENEFITS DIVISION**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute an agreement with Vision Service Plan (VSP) to provide claims administration services for the District Vision Plan for the period from January 1, 2014 through December 31, 2016, at a total cost not to exceed \$90,000 for the contract term.

**VENDOR:** Vision Service Plan (“VSP”)  
225 South Riverside Plaza, Suite 2210  
Chicago, Illinois 60606

**USER:** All Eligible Employees, Retirees and their dependents

**TERM:**

The term of this agreement will commence on January 1, 2014 and will continue through December 31, 2016, with two (2) one-year options to renew through December 31, 2018.

**SCOPE OF SERVICES:**

City Colleges of Chicago will pay service charges to Vision Service Plan (The Claim Administrator), as compensation for the processing of Vision care claims, administrative and other services provided.

**BENEFIT TO CITY COLLEGE OF CHICAGO:**

VSP will provide City Colleges of Chicago fixed cost of claims plus 10% for participating employees/retirees that CCC paid under the previous three-year contract as a result of CCC's alignment with the Sister City Agencies.

**VENDOR SELECTION CRITERIA:**

All Sister City Agencies participated in the City Healthcare Joint Coalition (“Coalition”) Request for Proposal (“RFP”) process. Specifications were prepared by Chicago Public Schools (CPS) Procurement staff and were publicly advertised on April 26, 2013 as a Request for Proposal

("RFP") #13-250046.

Competitive bids were obtained from six (6) vendors: 1) Humana; 2) Davis (BlueCross BlueShield of Illinois ; 3) VSP; 4) Metropolitan Life insurance Company; 5) EyeMed; and 6) Superior.

The submitted proposals were reviewed, evaluated and ranked by a Coalition Evaluation Committee ("Committee") which included Sister Agency representatives from the following areas: Office of Human Resources, Labor & Employment, Finance, and MBE/WBE Contract Compliance.

<b>Vendor</b>	<b>Fees</b>
<b>Davis (BCBS)</b>	Admin. Fee \$0.24
	Option#1 - 4.58
	Plan - 5yrs.
<b>Eye Med</b>	Admin. Cost \$0.49
	Option#1- \$7.50 PEMP
	Plan 3yrs.
<b>Vision Service Plan (VSP)</b>	Claims + 10%
	Plan Option-VSP-
	Claims + 10%
	Plan 5 yrs.

The Committee individually scored each submitted RFP and three finalists were selected for oral Presentations: 1) EyeMed; 2)VSP and 3) Davis (BlueCross BlueShield of Illinois). The Committee combined RFP and oral presentation scores of three finalists for an overall score for each finalist based upon the following criteria:

1. Firm Background
2. Ability to Perform Services Required
3. Provider Network and Network Management
4. Ability to Integrate Carved Out Functions
5. Cost Proposal
6. Ability to Conform to M/WBE Compliance and other Requirements of each Agency
7. Quality of Oral Presentation
8. Responses to Committee Questions presented at Oral Presentation

Based on the finalist responses and composite scores, each agency selected the most responsible and responsive firm that meet each Agency's requirements. City Colleges of Chicago selected Vision Service Plan (VSP) to provide claims administration services for the District Vision Plan.

**MBE/WBE COMPLIANCE:**

The Office of MBE/WBE Compliance has reviewed the above referenced agreement and has determined that the vendor is in compliance with the Board approved Participation Plan with its

commitment to utilize the MBE vendor noted below. A partial waiver of the Plan (WBE goal) based on the firm’s efforts and due diligence is recommended as well.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Direct or Indirect</u>	<u>Certifying Agency</u>
Commerce Printing 322 N. 13 <sup>th</sup> Street Sacramento, CA	MBE	25	Indirect	National Minority Supplier Development Council

**GENERAL CONDITIONS:**

Inspector General - It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General’s authority under Article 2, Section 2.7.4(b) of the Board Bylaws.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board’s Ethics Policy adopted January 7, 1993, and as amended by the Board.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

**FINANCIAL:**

**Total:** \$90,000

**Charge to:** Office of Human Resource and Staff Development, Benefits

**Source of Funds:** Educational Fund

**2<sup>nd</sup> Half FY14:** 521300-00003-0025006-00084-10041

**FY15:** 521300-00003-0025006-00084-10041

**FY16:** 521300-00003-0025006-00084-10041

**1<sup>st</sup> Half FY17:** 521300-00003-0025006-00084-10041

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**November 7, 2013 – Office of Human Resources and Staff Development – District Office**