

**Waste Commission of Scott County  
Employee Benefits Consultant  
Request for Proposals  
Question & Answers - Part 1**

- Q1 How many employees and dependents are enrolled in the following?  
A1 Group Health: 43 employees and 68 dependents  
Dental, Vision, Life, Short and Long Term Disability: 54 employees and 88 dependents  
Voluntary Supplemental Life: 16 employees and 16 dependents
- Q2 Is your current consultant receiving commission, PEPM Fee and/or consulting fee on each line of coverage?  
A2 I believe our current consultant/broker is receiving commission on each line of coverage.
- Q3 Are you currently using paper or electronic employee communication for HR, payroll, and benefit enrollment?  
A3 We are currently using paper communication for payroll forms and benefits enrollment. We would like to switch to electronic communication.
- Q4 Can you define “technical employee communications” that you list in Section 6.1 page 10?  
A4 This could include any and all employee communications such as open enrollment information and notices required by law.
- Q5 Do you have a preferred HIPAA Business Associate Agreement or would you like us to send ours to you?  
A5 We would like for you to provide a preferred HIPAA Business Associate Agreement.