



INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Chief Purchasing Agent
Department of Purchasing & Contract Compliance ^{DS} 

FROM: Evaluation Committee Recommendation Letter

DATE: August 7, 2024

PROJECT: 24RFP050124C-MH, Employee Healthcare Benefits Plan Services (HSA)

In accordance with the Purchasing Code, a duly appointed Evaluation Committee has reviewed the proposals submitted in response to the above-reference project on behalf of the Finance Department.

Four (4) qualified firms submitted proposals for evaluation and consideration for award of the Account Based Plan section of this project:

1. Aetna Life Insurance Company
2. Cigna Health and Life Insurance Company
3. Blue Cross Blue Shield Healthcare Plan of Georgia, Inc.
4. Metropolitan Life Insurance Company/MetLife Consumer

After review, evaluation and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by **Metropolitan Life Insurance Company/MetLife Consumer** with a total score of **78.5**, is the recommended vendor for the award of **24RFP050124C-MH, Employee Healthcare Benefits Plan Services (HSA)**.

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The Evaluation Committee members attest that each member scored each proposal independently in accordance with the evaluation criteria set forth in the Request for Proposal and that their individual score is a part of the final scores in the attached Evaluation Matrix.

SELECTION COMMITTEE MEMBERS:

Signed by:

Shameka Porter

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Shameka Porter, Assistant Benefits Manager
Finance

DocuSigned by:

Telka Christian

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Telka Christian, , Staff Operations Officer
Human Resources

Signed by:

Stacey Jones

527A709BF7049E0...

Stacey Jones, Deputy Chief Human Resources Officer
Human Resources

DocuSigned by:

Verna Thomas

03F1108D231C410...

Verna Thomas, Employee Benefits Manager
Finance

Signed by:

Ray Turner

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Ray Turner, deputy Director
Finance

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EVALUATION CRITERIA	WEIGHT	Metropolitan Life Insurance Company/Met Life Consumer	Cigna Health and Life Insurance Company	Blue Cross Blue Shield Healthcare Plan of Georgia, Inc.	Aetna Life Insurance Company
Experience and Account Management	15	9.75	12.75	14.25	12.75
Plan Administration	20	16	15	17	16
Plan Services Capabilities – Wellness Programs	18	13.5	12.6	13.5	13.5
Quality of Proposal	5	4.25	4.25	4.25	4
Local Preference	5	0	0	5	0
Service Disabled Veterans Preference	2	0	0	0	0
Cost Proposal	35	35	.09	.09	.46
TOTAL SCORE:	100.00	78.5	44.69	54.09	46.71