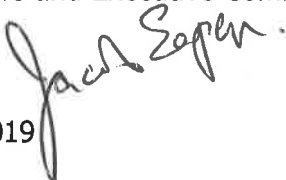


**COMBINED PHONE MEETING OF THE BUSINESS AFFAIRS
AND EXECUTIVE COMMITTEES OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Friday, August 30, 2019 – 9:30 A.M.**

TO: Business Affairs and Executive Committees of the Board of Trustees
FROM: Jacob Eapen 
DATE: August 27, 2019
SUBJECT: **Committee Meeting**

A combined phone meeting of the Business Affairs and Executive Committees of the Board of Trustees will be held on Friday, August 30th at 9:30 A.M. The conference bridge information is as follows:

**Dial-In Number: 1-888-675-6779
Participant Passcode: 5410073#
Moderator: 7865650# (Community College of Philadelphia)**

Please note that the first item, Stop Loss Insurance, will be discussed and action will need to be taken by both the Business Affairs and Executive Committees of the Board of Trustees. The Stop Loss Insurance will need to be ratified by the full Board at the September 5th, Board of Trustees meeting.

The second and third items, Amendment to the Lease for 4733 Chestnut Street and Bid Results for the Library and Learning Common Project, will need to be discussed and approved by the Business Affairs Committee.

AGENDA – PUBLIC SESSION

Combined Meeting of the Business Affairs and Executive Committees of the Board of Trustees

(1) Stop Loss Insurance (Action Item):

The stop loss insurance reimburses the College when healthcare claims for an employee, dependent or retiree exceed \$250,000. Aggregate stop loss insurance creates a ceiling on claims the College will pay on its entire healthcare plan. The period of a stop loss insurance contract is one year.

The College requested that Alliant, the College's benefits broker, solicit renewal quotes for the stop loss insurance effective September 1, 2019. The College received bids for this coverage. The Sun Life proposal was the lowest and fully meets the requirements of the College. Sun Life is an insurance company with an

A.M. Best rating of A (excellent financial strength). Please refer to Attachment A for background documentation including Stop Loss marketing results.

The staff requests that the Committees accept the proposal made by Sun Life for the period September 1, 2019 to August 31, 2020 in the amount of \$1,404,926 which is \$46,742 less than what the College paid for the same period last year.

Business Affairs Committee of the Board of Trustees

(2) Amendment to the Lease for 4733 Chestnut Street (Action Item):

The College leases a portion of the building on 48th and Chestnut Street for the West Regional Center. With the planned demolition of the automotive building in early part of 2020, the College has negotiated to lease about 6800 sq. ft. of building with additional parking to move the automotive program to the adjacent space that the College currently leases. The rent for the additional space will be \$8,500 per month from October 1, 2019 to October 31, 2020 and \$8,755 per month from November 1, 2020 to October 31, 2021. The College will also be responsible for real estate taxes, insurance, repairs and maintenance.

The staff recommends that the Committee approve the amended lease agreement.

(3) Bid Results for Furniture for the Library and Learning Commons Project (Action Item):

The furniture requirements for the 3 phases of the Library Learning Commons were compiled into a line-item bidding template to maximize competition and receive optimal pricing. The bid was posted to PennBid on August 5, 2019. On Thursday, August 8, 2019, a pre-bid meeting was held, providing an overall project narrative and answer any questions that bidders had. The opportunity for vendors to ask questions in the form of requests for information (RFIs) ended on August 14, 2019. Answers to these questions were posted on August 19, 2019.

The due date for bids was Wednesday, August 28th at 1:00 pm. We received bids from [redacted] vendors, and are recommending making [redacted] awards by the furniture types below as this pricing was most advantageous to the College.

Table 1. Library Learning Commons Furniture Bid Summary with Award Recommendations

Company Status	Company & Address	Furniture Group	Furniture Group Price	Recommendation	Total Award Amount
MWBE	Company A				
		Chairs & Tables		Award	
		Offices			
		Shelving			
		Upholstered			
		Other			
	Company B				
		Chairs & Tables			
		Offices		Award	
		Shelving			
		Upholstered			
		Other		Award	
	Company C				
		Chairs & Tables			
		Offices			
		Shelving		Award	
		Upholstered			
		Other			
	Company D				
		Chairs & Tables			
		Offices			
		Shelving			
		Upholstered		Award	
		Other			
	Company E				
		Chairs & Tables			
		Offices			
		Shelving			
		Upholstered			
		Other			

JE/lm

c: Mr. Jeremiah White
 Dr. Donald Generals
 Mr. James P. Spiewak
 Victoria Zellers, Esq.
 BAC\AUGUST 30, 2019AGENDA.DOC

ATTACHMENT A

STOP LOSS INSURANCE

Community College of Philadelphia Marketing Analysis

	CURRENT		RENEWAL		Proposals	
	UNUM	UNUM	UNUM	Sun Life	Sun Life	Swiss Re
Plan Benefits: Medical & Rx	12/15 Unlimited Unlimited	12/15 Unlimited Unlimited	12/15 Unlimited Unlimited	12/15 Unlimited Unlimited	12/15 Unlimited Unlimited	12/15 Unlimited Unlimited
Stop Loss Contract Claims Basis	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Annual Max	Rate	Rate	Rate	Rate	Rate	Rate
Lifetime Max	Monthly Premium	Monthly Premium	Monthly Premium	Monthly Premium	Monthly Premium	Monthly Premium
Specific Individual Deductible (Active & Retiree under 65)	Enrollment	Enrollment	Enrollment	Enrollment	Enrollment	Enrollment
	466	466	466	466	466	466
	579	579	579	579	579	579
	1,045	1,045	1,045	1,045	1,045	1,045
Aggregate Premium	\$39.45	\$18,384	\$35.94	\$16,748	\$39.57	\$18,440
	\$133.88	\$77,517	\$121.87	\$70,563	\$125.46	\$72,641
	\$4.49	\$4,692	\$4.25	\$4,441	\$1.43	\$1,494
Specific Individual Deductible (Retiree Over 65)	\$175,000	\$175,000	\$175,000	\$175,000	\$250,000	\$250,000
Aggregate Premium	Rate	Rate	Rate	Rate	Rate	Rate
	\$36.54	\$18,782	\$30.91	\$15,888	\$39.57	\$20,339
	\$3.11	\$1,599	\$3.75	\$1,928	\$1.43	\$735
Aggregating Specific Deductible (All Active & Retiree)**						
Total Monthly Fixed Costs	\$120,972	\$109,567	\$117,077	\$113,649	\$114,949	\$114,949
Total Annual Fixed Costs	\$1,451,668	\$1,314,807	\$1,404,926	\$1,363,792	\$1,379,388	\$1,379,388
% Change on Fixed Costs Only		-9.43%	-3.22%	-6.05%	-4.98%	
\$ Amount Change on Fixed Costs Only		(\$136,861)	(\$46,742)	(\$87,877)	(\$72,800)	
Additional Exposure (Lasers)	Laser 1: Laser 2: Laser 3:*	\$475,000 \$475,000 \$565,000	No Lasers	No Lasers	No Lasers	Laser 1: \$675,000
	*Conditional laser in the event of a liver transplant	Additional Exposure of \$765,000	No Additional Exposure	No Additional Exposure	No Additional Exposure	Additional Exposure of \$625,000
	**Aggregating specific adds an additional \$200,000 of stop loss coverage over individual specific	Additional Exposure of \$625,000	No Additional Exposure	No Additional Exposure	No Additional Exposure	Additional Exposure of \$625,000

This analysis is for illustrative purposes only, and is not a guarantee of future expenses, claim costs, managed care savings, etc. There are many variables that can affect future health care costs including patterns, catastrophic claims, changes in plan design, healthcare trend increase, etc. This analysis does not amend, extend or alter the coverage provided by the actual insurance policies and contracts. Please consult your policy or contract.



Community College of Philadelphia

Stop Loss Marketing Results

Carriers		Carrier Rating
Incumbent:	Unum	A
Proposed:	Responses:	
Amalgamated	DTQ	A
Anthem	DTQ	A
Berkley	DTQ	A+
Highmark	Q	A
HIIG	DTQ	A
Ironshore	DTQ	A
Liberty Mutual	DTQ	A
Sun Life	Q	A
Swiss Re	Q	A+
Symetra	DTQ	A+

Q Quoted and included in this analysis
 NC Quoted but not financially competitive and not included in this analysis
 NM Quoted but could not match current plan designs, not included in this analysis
 DTQ Declined to quote
 Pending Quote not completed at time of presentation