

**GARY PUBLIC TRANSPORTATION CORPORATION
MEETING MINUTES
RFP# 2011-05: EMPLOYEE HEALTHCARE BENEFITS**

December 21, 2011
Board Room
100 W. 4th Avenue, Third Floor
Gary, Indiana 46402

Persons in Attendance:

GPTC Staff: Clay Cates, Director of Procurement/Grants and Annisha Whittaker,
Procurement Agent

Vendors: Joel Babbitt, GBA; Melissa Bernacky, Braman; Kathy Cook, PBA; Lita Filippo, Quality Insurance; Michael Grant, GBA; Nick Kitchell, Gallagher Benefit Services; Nate Sayles, Sibis Consulting

Welcome and Introductions:

Clay Cates welcomed everyone to the pre-proposal conference. Everyone in attendance introduced themselves and the company they represented.

Mr. Cates gave an overview of the Gary Public Transportation Corporation (GPTC). and made introductions around the room. The Gary Public Transportation Corporation is a Municipal Corporation within the City of Gary, Lake County, State of Indiana. The agency is governed by a seven member Board of Directors. Board members are appointed by the Mayor and Gary Common Council. GPTC has 79 employees. GPTC provides public transportation services for the Gary area. GPTC is the designated recipient of funds from the Federal Transit Administration (FTA), an agency of the United States Department of Transportation. GPTC functions on an operational basis under the Rules and Regulations of the United States Department of Transportation through its Federal Transit Administration, applicable Indiana Codes, and the Ordinances and regulations established by the Gary Common Council.

Specifications:

Mr. Cates reviewed the proposal specifications by Powerpoint presentation and fielded questions as necessary.

Vendor Response(s):

Mr. Cates assured vendors that email requests for current claims versus premiums would be sent as soon as possible. Renewal rates will be forthcoming once received from current provider (United Healthcare). Requests for employee census information had been

fulfilled. There were no vendor responses to specific terms and conditions within the RFP.

Question & Answer:

Q: Does DBE status provide any weight in evaluating scoring? – Lita Filippo, Quality Insurance

A: No. This RFP does not have a DBE goal, and no additional weight will be given for this designation during our evaluation. – Clay Cates, GPTC

Q: Is there a weighted percentage offered for local responders? – Lita Filippo, Quality Insurance

A: No. – Clay Cates, GPTC

Q: How do I get any additional questions answered? – Nate Sayles, Sibis Consulting

A: Please contact Mrs. Whittaker with any additional questions. – Clay Cates, GPTC

Closing:

Meeting closed with Mr. Cates thanking those in attendance and advising them of the necessity to frequently check GPTC website at <http://www.gptcbus.com> for amendments or additional information.