AMENDMENT #2
Responses to Questions and Scope of Service Modification
Request for Quotes – COBRA Administration Services, RFx No.: 3140004700
RFQ Issue Date: October 14, 2026

All Prospective Bidders:

The Mississippi Department of Corrections is issuing an amendment to RFx 3140004700, Request for Quotes – COBRA Administration Services, issued October 14, 2026. Amendment #2, dated October 30, 2026, provides responses to questions received during the question and answer period and after the issuance of Amendment #1. Additionally, this amendment formally modifies and clarifies the Scope of Service.

Scope of Service Modification

MDOC hereby modifies and clarifies the Scope of Service in the introduction paragraph and Section 3 of the published RFQ. The Scope of Services under RFx No.: 3140004700 is limited to COBRA administration for vision coverage only.

Any references in the published RFQ to medical, dental, employee assistance program (EAP), health flexible spending account (FSA), or health reimbursement arrangement (HRA) benefits are excluded from this solicitation and shall not be included in the Bidder's proposed services or pricing.

All other terms and conditions of the published RFQ, except as expressly modified by this Amendment, remain unchanged.

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#	Question	Answer
Identity & Structure		
1.	The RFQ identifies medical, dental, vision, EAP, FSA, and HRA benefits within the scope of COBRA administration. However, Attachment B establishes pricing tiers based solely on vision participants. Please confirm whether the agency is requesting COBRA administration for all listed benefit plans or only vision coverage. Additionally, please clarify whether the estimated 1,250 participants represents the total benefit-eligible population or only vision participants.	The agency is soliciting COBRA administration for vision coverage only. The approximately 1,250 represents number of insured employees, not the total benefit-eligible employee population. MDOC has approximately 2,000 benefit-eligible employees.
2.	How many branches and/or locations?	MDOC operations include approximately 97 locations, consisting of: one (1) Central Office, seven (7) state facilities, two (2) private facilities, seven (7) Community Work Centers (CWCs), three (3) Restitution Centers (RCs) and seventy-seven (77) Parole & Probation Offices. Physical locations and addresses can be found here: https://www.mdoc.ms.gov/facilities.
Key COBRA Statistics		
3.	How many benefit-eligible employees does MDOC employ?	Approximately 2,000 employees.
4.	How many insured employees?	Approximately 1,250.
5.	What was the number of insured employees on 1/1/24 and 1/1/25?	The number of insured employees on 1/1/2024 and 1/1/2025 remained at 550.
6.	How many COBRA active participants are there currently? Please exclude beneficiaries.	Approximately 1,250.
7.	What is the population of COBRA-eligible former employees who have not elected COBRA continuation, but are still within their election period? Please exclude beneficiaries.	Approximately 1,250.
8.	What is the average number of COBRA qualifying events per month?	Approximately 1 to 2 events per month.

#	Question	Answer
9.	What is the average number of new hires per month?	Approximately 50.
10.	What is the average number of terminations per month?	Approximately 50.
11.	What is the average COBRA medical premium?	The premium varies depending on whether the employee had single or family coverage and whether the employee elected to continue that coverage through COBRA.
Plan Information		
12.	How many COBRA qualified plans are there within the scope of the RFQ? Please list their renewal dates.	Currently, there is only one vendor providing for this plan. There are no available renewal dates.
13.	How many insurance carriers provide plans to MDOC?	MDOC's insurance provider for supplemental insurance products is currently Amerilife. MDOC's state-issued health and life insurance is administered through the Department of Finance and Administration.
Incumbent(s)		
14.	Who is the current COBRA administrator?	MyHRConcierge is the current COBRA Administrator.
15.	Who is the current HRIS/Benefits administrator?	The current administrator is the Department of Finance and Administration
16.	What is the current pricing for administrative services?	The current pricing for COBRA Administrative Services is approximately $6,600.00 annually.
17.	Does the award vendor retain the 2% administration fee?	MDOC cannot confirm whether an administrative fee applies under the current plan.
Agreement Structure & Additional Questions		
18.	The RFQ identifies medical, dental, vision, EAP, FSA, and HRA benefits within the scope of COBRA administration. However, Attachment B establishes pricing tiers based solely on vision participants. Please confirm whether the agency is requesting COBRA administration for all listed benefit plans or only vision coverage. Additionally, please clarify whether the estimated 1,250 participants represents the total benefit-eligible population or only vision participants.	See the response to Question 1.

#	Question	Answer
Timeline		
19.	Please provide the following additional date for the RFQ timeline: Contract award date.	The anticipated award date for this RFQ is November 10, 2026.
20.	Please provide the following additional date(s) for the RFQ timeline: Open Enrollment date(s).	Enrollment dates for supplemental insurance plans begin September 1 and end September 30 of each year. Open enrollment dates for State Health and Life Insurance plans begin October 1st and end October 31st of each year.
21.	Please provide the following additional dates for the RFQ timeline: Fiscal year start and end dates.	The fiscal year begins July 1 and end June 30 of each year.
Additional Questions Received		
22.	How many vendors are providing coverage to your employees that need files and enrollments for COBRA?	MyHRConcierge is currently the only vendor providing this service.
23.	Can you provide the number of qualifying event packages and new hire notices, either as a monthly average or annually?	This varies from month to month, depending on the number of employees that separate from the agency.
24.	How many active participants are there on COBRA (qualified beneficiaries only, not including covered dependents)?	See answer for Question #6.
25.	Does MDOC use employees' Social Security Numbers as the Employee ID for COBRA coverage logins?	MDOC has not confirmed whether Social Security Numbers are used as the Employee ID for COBRA coverage logins. The last four digits may be used.
26.	Who is the current administrator?	See the response for Question #14.
27.	What is the current pricing for COBRA Administrative Services?	See the response for Question #16.
28.	How many current Qualified Beneficiaries are there?	See answer for Question #6.
29.	How many events per month?	See the response for Question #8.

#	Question	Answer
30.	What is the reasoning for MDOC going out to bid for these services?	MDOC is conducting this solicitation in accordance with the regulations set forth by the Department of Finance and Administration (DFA) Office of Personal Service Contracts Review's procurement process for services valued over $5,000.
31.	I didn't see a current benefit-eligible employee count in the information provided. Are you able to share that number?	See the response for Question #3.
32.	I also saw what appears to be an effective date of 12/3/2026. Can you confirm if I'm reading that correctly?	December 3, 2026 is the effective contract start date.
END OF QUESTIONS AND ANSWERS		

AMENDMENT #2 ACKNOWLEDGMENT FORM
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Acknowledge Receipt of Amendment #2

Pursuant to Section 5.1, this amendment contains a required signature line that acknowledges the amendment and must be submitted as part of the Bidder's response packet on or by 2:00 p.m. CST on Monday, November 9, 2026.

_____
Signature

_____ _____
Printed Name **Date**

_____ _____
Company Name **Title**