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*REQUEST FOR PROPOSALS*  
*By the City of Seldovia, Alaska*  
*Employee Insurance Benefit Broker and Services*

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The City of Seldovia City Council is requesting proposals for insurance benefit services for our employees.

The City of Seldovia, Alaska is soliciting proposals for an experience and qualified Insurance Broker to provide health benefit insurance, including medical, dental, vision and audio at the most competitive price for a period of at least five (5) years.

Plan holder registration forms are available online at [www.cityofseldovia.com](http://www.cityofseldovia.com) and at the City of Seldovia city offices. All bidders must submit a City of Seldovia Plan Holder's Registration form to be on the Plan Holders List and to be considered responsive.

Sealed Proposals will be received by the Office of the City Clerk at 245 Dock Street, PO BOX B, Seldovia, Alaska 99663 **no later than 4:30pm, Friday, March 1, 2019.** Proposals received after the time fixed for receipt of the Proposal shall not be considered.

Please direct questions regarding this proposal in writing to City Clerk, Heidi Geagel, City of Seldovia, Alaska at [cityclerk@cityofseldovia.com](mailto:cityclerk@cityofseldovia.com) or to PO BOX B, Seldovia, AK 99663.

The City of Seldovia reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award a contract to the respondent that best meets the selection criteria and the City's needs.

Dated the \_\_\_\_\_ day of \_\_\_\_\_ 2019.

CITY OF SELDOVIA

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Cassidi Cameron, City Manager

Published: Homer News, January 24 and January 31<sup>st</sup> 2019

For proposal specifications and other inquiries related to this RFP, please contact:

City Clerk, City of Seldovia  
PO BOX B  
Seldovia, Alaska 99663  
(907)234-7643  
[cityclerk@cityofseldovia.com](mailto:cityclerk@cityofseldovia.com)

Three (3) complete sets of the proposal package are to be submitted to the City of Seldovia, Clerk's Office, PO BOX B, Seldovia, Alaska 99663. These forms must be enclosed in a sealed envelope with the proposer's name on the outside and clearly marked. Faxed or emailed proposals will not be accepted. Proposals received after the time fixed for receipt of the Proposal shall not be considered.

PROPOSAL: FY2020 Insurance Benefit Broker and Services RFP  
DUE DATE: Friday, March 1, 2019 no later than 4:30pm

**PROPOSED TERM CONTRACT AWARD SCHEDULE**

RFP Advertisement	January 24 <sup>th</sup> and January 31 <sup>st</sup> 2019 – Homer News
Proposal Due	March 1, 2019 at 4:30pm
Review of Proposals & Decision of Bidder	March 11, 2019-March 15, 2019
City Council Award	March 25, 2019
Notice to Proceed	April 15, 2019