

**NOTICE OF REQUEST FOR PROPOSALS (RFP) RFP NO. 21-02**

Notice is hereby given that the Board of Trustees of the Los Angeles Community College District is inviting interested service providers to submit sealed Proposals (“Proposals”) to provide services for the Administration of the following: Health Reimbursement Arrangement (HRA), Flexible Spending Account (FSA), and Continuation of Benefits (COBRA). Proposals shall be prepared in conformance with the requirements of the RFP Documents, which shall be available commencing February 26, 2021 to download at:

<http://www.laccd.edu/Departments/BusinessServices/Contract-Services/Pages/Bids-And-Proposals.aspx>

Proposals shall be hand delivered or mailed to the Los Angeles Community College District, Contracts Division, 770 Wilshire Boulevard, Los Angeles, California 90017, attention Andrea Daniel, Procurement Specialist no later than 2:00 p.m. on March 18, 2021. Proposers assume full and sole responsibility for timely receipt of their Proposals by the District. Proposals shall thereafter be opened and evaluated in accordance with the criteria and conditions set forth in the RFP documents. All questions shall be directed by e-mail to: Los Angeles Community College District 770 Wilshire Blvd. Los Angeles, CA 90017 Attention: Andrea Daniel danielar2@email.laccd.edu. Subject line : “QUESTIONS FOR RFP 21-02 Administration of Health Reimbursement Arrangement (HRA) Flexible Spending Account (FSA) and Continuation of Benefits (COBRA). Question(s) submission deadline is March 8, 2021.