



LOS ANGELES COMMUNITY COLLEGE DISTRICT
770 WILSHIRE BOULEVARD, LOS ANGELES, CALIFORNIA 90017 • 213/891-2000

CITY EAST HARBOR MISSION PIERCE SOUTHWEST TRADE-TECHNICAL VALLEY WEST
ADMINISTRATIVE OFFICES • Dr. Tyree Wieder, Interim Chancellor

REQUEST FOR PROPOSALS

June 14, 2010

TO: INTERESTED SERVICE PROVIDERS

SUBJECT: RFP NO. 10-14; ADMINISTRATION OF FLEXIBLE SPENDING ACCOUNT (FSA) AND HEALTH REIMBURSEMENT ARRANGEMENT (HRA) SERVICES FOR THE LOS ANGELES COMMUNITY COLLEGE DISTRICT

The Los Angeles Community College District is currently soliciting competitive proposals for the administration of the District's Flexible Spending Account (FSA) and Health Reimbursement Arrangement (HRA) services, as part of the health benefit package for its benefitted, active employees and pre-Medicare retirees.

This RFP may also be viewed online and downloaded by visiting the District's website at http://www.laccd.edu/business_services/, or at <http://www.laccd.edu>, and then by clicking first upon Business Opportunities, and then Business Services: Contracts and Purchasing.

If interested, your proposal must be submitted according to the instructions on the enclosed Request for Proposals (RFP), including completion and signing of the Bid Pages on pages 25 and 26 of the RFP, along with your proposal. The deadline for submission of proposals is **Tuesday, June 29, 2010, at 2:00 p.m.** Proposals submitted after this date and time shall be returned to the proposer unopened.

Should you have any questions, please contact me by phone at (213) 891-2301, or by email at paltzac@email.laccd.edu.

Sincerely,

Curtis J Paltza
Contracts Analyst

Enclosure