

**RESOLUTION NO. 14-23**

**BURLINGTON COUNTY INSURANCE COMMISSION  
APPOINTING THIRD PARTY ADMINISTRATOR  
FOR FUND YEAR 2023**

**WHEREAS**, the Burlington County Insurance Commission places the public trust above all else and remains steadfast in its commitment to the highest ethical standards in the conduct of its business on behalf of the taxpayers of Burlington County; and

**WHEREAS**, the Board adopted Bylaws which establish the procedures for obtaining qualifications and/or proposals for professional services contracts; and

**WHEREAS**, said Bylaws further provide that, the Commissioners shall meet and select persons to serve in certain professional positions, including an Executive Director and

**WHEREAS**, Request for Qualifications/Request for Proposals from qualified firms were solicited and received and reviewed as provided for by statute; and

**WHEREAS**, the BCIC desires to retain the services and enter into the agreements attached hereto for the respective services and the amounts as designated for Fund Year 2023

| <u>Name</u>   | <u>Services</u>           | <u>Amount</u>             |
|---------------|---------------------------|---------------------------|
| PMA COMPANIES | Third Party Administrator | See Attached Pricing Page |

**WHEREAS**, the designated professional has offered to provide the needed specialized services, which constitute "professional services" as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. (the "Law") for amount as set forth above; and

**WHEREAS**, funds are anticipated to be available in the 2023 temporary and permanent budgets and these contracts are further subject to certification of funds; and

**WHEREAS**, the proper accounts will be charged and funds encumbered prior to services being provided, contingent upon appropriation of sufficient funds for this purpose; now, therefore, be it

**RESOLVED**, by the Burlington County Insurance Commission that the attached Agreement with the Third Party Administrator is hereby authorized for the period January 1, 2023 through December 31, 2023; and, be it

**FURTHER RESOLVED**, that all Agreements approved hereunder have been awarded pursuant to a fair and open process and as professional services under N.J.S.A. 40A:11-5(1) (a); and, be it

**FURTHER RESOLVED**, that the Chairperson is hereby authorized to execute and deliver the attached Agreements in accordance with the Rules and Regulations of the Burlington County Insurance Commission; and, be it

**FURTHER RESOLVED**, that a copy of this action shall be printed once in the Burlington County Times within ten (10) days of its passage as required by law.

**ADOPTED** by THE BURLINGTON COUNTY INSURANCE COMMISSION at a properly noticed meeting held on January 20, 2023.

BY:   
ASHLEY BUONO ESQ., CHAIR

ATTEST:

BY:   
EVE CULLINAN, VICE CHAIR

## **Pricing Proposal – Life of Contract**

PMA will provide comprehensive Life of Contract Third-Party Administration Services for all new and takeover claims as outlined in the Claim Count report provided for the period 1/1/2023 to 1/1/2026 as follows. This quote is valid for up to 90 days:

| <u>Pricing Option</u>              | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> |
|------------------------------------|---------------|---------------|---------------|
| Flat Annual Fee – Life of Contract | \$250,000     | \$250,000     | \$250,000     |

### Bundled Services

|  |          |
|--|----------|
| Claims Handling:                           | Included |
| Annual Administrative Fee:                 | Included |
| PMA Cinch Access – 3 Users:                | Included |
| PMA Webservice Access:                     | Included |
| Attendance at Monthly Commission Meetings: | Included |

### Unbundled Services

|                                      |     |
|--------------------------------------|-----|
| Cost Containment - % of all Savings: | 25% |
|--------------------------------------|-----|

### Optional Unbundled Services

|   |          |
|---|----------|
| Nurse Case Management – Field or Telephonic – Per Hour: | \$103.00 |
| PMA Care 24 – 24/7 Nurse Intake – Per Call:             | \$103.00 |
| Risk Control Consulting Services – Per Hour:            | \$135.00 |
| Additional PMA Cinch Users – Annual Fee Per User:       | \$500.00 |

Note – For all flat fee pricing arrangements, if any individual occurrence results in more than ten workers' compensation claims, then for the 11<sup>th</sup> claims and each related claim thereafter, PMA will charge a fee of \$850.00 per lost-time claim, \$125 per medical-only claim, and \$40 per record only claim. Likewise, if any individual occurrence results in 10 or more related AL/GL/Professional claims, then for the 11<sup>th</sup> claim and for each related claim thereafter, PMA will charge a fee of \$650 per AL/GL bodily injury claim, \$395 per AL/GL property damage claim, \$325 per auto physical damage claim, \$595 per property claim, and \$995 per professional/EPL/public officials claim.

Note – PMA will be adding to staff with a second dedicated adjuster for year 1 of the contract.



This presentation and the attached cost forecast were prepared by and in the capacity of PMA. You should not rely on this information to make any business decisions. PMA does not warrant the accuracy of the information and does not accept any liability for any loss or damage resulting from its use.

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### Exhibit A – Other Services Fee Schedule

All fees are billed as incurred unless specifically agreed otherwise.

| Service Type  | Amount   |
|---|--|
| <b>Managed Care:</b>                                    |  |
| Bill review and repricing                               | 25% of all savings   |
| Utilization review                                      | \$125 per review   |
| Clinical case management services                       | \$103.00 per hour  |
| Medical consultant review                               | \$255 per review   |
| PMA Care 24   | \$103.00 per call  |
| Point of Sale Pharmacy Program                          | \$75.00 per review   |
| Medical Director  | \$250 per hour   |
| <b>Medicare Solutions:</b>                              |  |
| Section 111 Reporting                                   | \$9.00 per claim queried                                     |
| Medicare Set-Aside Allocation                           | \$2,200 each   |
| CMS Submissions   | \$630 each   |
| Medicare Conditional Payment Research                   | \$130 each   |
| Medicare Conditional Payment Appeal or Dispute          | \$260 each   |
| Medicare Conditional Payment Research Final Demand      | \$55 each  |
| Medical Cost Projections                                | \$1900 each  |
| Evidenced Based MSA                                     | \$2,200 each   |
| Life Care Plan  | \$185 per hour   |
| Legal Nurse Review                                      | \$1,900 per review   |
| Update (of prior MSA report)                            | \$785 per report   |
| Resolution Services                                     | \$130 per hour   |
| Medicare/Social Security Verification                   | \$205 each   |
| Medicaid Conditional Payment Research                   | \$260 each   |
| Medicare Advantage Plan Conditional Payment Negotiation | \$525 each   |
| Provider Relations Specialist                           | \$110 per hour   |
| <b>Information Systems:</b>                             |  |
| RMIS fee  | Included for up to 3 users<br>\$500 per year each add'l user |
| Customized Reporting/Programming                        | \$155.00 per hour  |
| Standard Data Feed Set-Up                               | \$2,500 per year   |
| Standard Data Feed                                      | \$200 per month  |



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| <b>Risk Control:</b>                        |  |
|---|--|
| General                                     | \$135 per hour   |
| Industrial hygiene services                 | \$180 per hour   |
| Special Projects                            | To be determined   |
| <b>Claim Adjustment:</b>                    |  |
| Vocational Rehabilitation                   | \$103.00 per hour  |
| Claim Indexing                              | \$7.90 - \$13.10 per query depending upon search method and services |
| Legal Bill Analyzer                         | 3% of gross billed charges   |
| <b>Other:</b>                               |  |
| Subrogation Specialist Services             | 15% of gross recovery  |
| Recover to At Work                          | \$110.00 per hour  |
| Standard Data Extract (upon termination)    | \$5,000  |
| OSHA reporting preparation services         | \$18 per incident<br>\$1,500 annual minimum                          |
| Each Claim Review in excess of two per year | \$1,500 per review, per day plus PMA expenses                        |
| Onsite claim review                         | Travel incurred by PMA personnel is reimbursed in full by the client |



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