

**STANDARD CERTIFICATION DECLARATION FOR AN EXTRAORDINARY  
UNSPECIFIABLE SERVICE**

TO: Members of the Governing Body  
FROM: Dr. Yolanda Mendez, Assistant Superintendent, Human Resource Services  
DATE: November 27, 2023  
SUBJECT: Medical Benefit Costs 2024

This is to request your approval of a resolution authorizing a contract to be executed as follows:

Firm: Aetna Life Insurance Company, Hartford CT.  
Cost: Medical Claims estimated cost: \$102,916,917  
Claims Administration: \$2,728,796  
Estimated total cost: \$105,645,713  
Firm: Voya Financial/Reliastar, Minneapolis, MN  
Cost: Claims Stop Loss Coverage: \$3,696,932  
Duration: January 1, 2024 through December 31, 2024  
Purpose: To provide Health Benefits to eligible employees

This is to request an award of a contract without the receipt of formal bids as an Extraordinary Unspecifiable Service [N.J.S.A. 40A:11-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b)]. I do hereby certify to the following:

**1. Provide a clear description of the nature of the work to be done.**

This award of contract provides payment for self-insured medical claims, administrative services and Stop Loss coverage for eligible employees.

**2. Describe in detail why the contract meets the provisions of the statute and rules:**

N.J.S.A. 18A: 18A-5(10)

**3. The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because:**

N/A

**4. Describe the informal solicitation of quotations:**

The District originally issued a request for proposal. This is a renewal contract. Our benefits broker USI did a market survey regarding the cost of claims, admin fees and stop loss coverage.

They found no material difference in the cost of Admin Fees and claims cost compared to other vendors for the same programs as we receive from Aetna.

Original Stop Loss renewal proposal was a 25.1% increase. USI was able to negotiate it down to zero percent final renewal rate based on overall claims cost.

USI provided NBOE with the detailed analysis. Total Cost for Claim, Admin Fees and Stop represents a cost reduction of about \$5,000,000.

**5. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.**

Respectfully,

Name Dr. Yolanda Mendez  
(Signature)  
Title Assistant Superintendent, HRS

**STANDARD CERTIFICATION DECLARATION FOR AN EXTRAORDINARY  
UNSPECIFIABLE SERVICE**

TO: Members of the Governing Body  
FROM: Dr. Yolanda Mendez, Assistant Superintendent, Human Resource Services  
DATE: November 28, 2023  
SUBJECT: Pharmaceutical Benefits Costs 2024

This is to request your approval of a resolution authorizing a renewal be executed as follows:

Firm: ExpressScripts Inc, St. Louis, MO and Crumdale Partners, Radnor, PA  
Cost: Rx Claims estimated cost: \$21,896,019  
Claims Administration: \$906,100 (+/- 10% for head count changes)  
Estimated total cost \$22,802,119

Duration: January 1, 2024 through December 31, 2024  
Purpose: To provide Health Benefits to eligible employees

This is to request an award of a contract without the receipt of formal bids as an Extraordinary Unspecifiable Service [N.J.S.A. 40A:11-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b)]. I do hereby certify to the following:

**1. Provide a clear description of the nature of the work to be done.**

This award of contract provides Pharmaceutical Benefits for eligible employees.

**2. Describe in detail why the contract meets the provisions of the statute and rules:**

N.J.S.A. 18A: 18A-5(10)

**3. The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because:**

N/A

**4. Describe the informal solicitation of quotations:**

The District originally issued a request for proposal. This is a renewal contract. The only contracted rate in this contract is Claims Administration. The Per Employee Per Month (PEPM) claims administration fees were guaranteed for 3 years. This is third year of that guarantee. Please note: the total Admin Cost is directly related to the number of employees participating in Rx Benefits.

The total claims cost is estimated based on NBOE claims' history. Cost Represents a 4.4% increase over 2023.

**5. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.**

Respectfully,

Name Dr. Yolanda Mendez  
(Signature)  
Title Assistant Superintendent, HRS