HIGHER GROUND ACADEMY

Policy for purchase of group health insurance coverage

It is Higher Ground Academy's intent to comply with all applicable provisions of the Minnesota Health Insurance Transparency Act (HITA). The following outlines the process Higher Ground Academy will use to comply with the law.

1. At least once every two (2) years, Higher Ground Academy will issue a Request for Proposal (RFP) from at least three (3) different group health insurance sources or issuers.

2. All responses to the Request for Proposal (RFP) must be delivered back to the designated contact (Brokers) in a sealed envelope. The deadlines for this process will be outlined in each RFP.

3. All sealed proposal responses will be opened at the same time at an agreed location, (Higher Ground Academy Conference Room) and will be closed to the public.

4. All proposals will be evaluated and a recommendation for selection will be made as soon as possible after sealed proposal opening date.

5. The proposals will become public data upon opening in accordance with Chapter 13 of Minnesota Statutes.

Higher Ground Academy reserves the right to accept or reject any or all bids/proposals, to waive any informality or technicality in any bid/proposal submitted, and to accept any part of a bid/proposal deemed to be in the best interest of Higher Ground Academy. In addition, Higher Ground Academy reserves the right to negotiate with any company after the proposal opening has occurred, and reserves the right to contact any of the organizations for further clarification, discussion, or modifications.