



COMMONWEALTH OF PENNSYLVANIA
PUBLIC SCHOOL EMPLOYEES' RETIREMENT SYSTEM
5 N. 5TH STREET, HARRISBURG, PA 17101-1905
Telephone 1 888 773-7748



April 4, 2025

Sonya M. Charlesworth
Deputy Director of Health Insurance Office
Public School Employees' Retirement System
5 N. 5th Street
Harrisburg, PA 17101

INVITATION FOR APPLICATION: PSERS IFA 2025-01

The Public School Employees' Retirement System (PSERS) invites you to participate in the Invitation For Application (IFA) process for 2026.

This IFA contains instructions governing the requested applications and submissions, including the information and material to be included; a description of the services to be provided; the requirements an Offeror must meet to be approved as an administrator; required contract terms; and other requirements specific to the contract. As you review the materials, please note:

- As described in Part I, Offerors should submit a complete electronic application to Segal, at the address listed below,

Segal
c/o Melanie Clark
1800 M St. NW, Suite 900 S
Washington, DC 20036-5802
(202) 833-6489

- As shown in Part III-1.13, a cover letter is requested with each submission. **Cover letters should summarize changes made to plan(s) for 2026 and any other information that should be highlighted from your application.**
- **Attachment 15 and 16** are now in a separate excel based document. Please complete all highlighted cells and submit Attachment 15 and 16 in excel.
- Please review the **Data and Information Security Addendum** in Part IV of the IFA. Please review and add in your company's security contacts as appropriate.
- Please review your final contract documents for 2025 to ensure that any changes made to the 2025 documents that were required following the initial submission are reflected in your current submission.

- The preliminary Evidence of Coverages submitted in Part III should be submitted by hyperlink. Final 2026 Evidence of Coverages submitted in Part III should be a document (not hyperlink) within 10 days of publication, but not later than December 31, 2025.
- The Active Plan for each Managed Care Organization should be submitted in Attachments 3-5. Legacy Plan options (no more than two) should be submitted in Attachments 6-8 and Attachments 18-20. If a New Active Plan is introduced, it should be included in Attachments 3-5, and the 2025 Active Plan should be transitioned to the Legacy Attachments (6-8 or 18-20, as applicable). It is important to label the submissions for these plan options appropriately, as these documents become a part of the final contract.

To participate, Offerors must apply, be approved, enter into the established contract documents and comply with all contract requirements. PSERS will consider timely applications submitted by organizations that meet the qualification requirements and agree to execute the contract set forth in Part IV of this IFA in its entirety. PSERS reserves the right, in its sole and complete discretion, to reject any application received.

Please direct questions to me (scharlesworth@pa.gov) with a copy to Melanie Clark (mcclark@segalco.com) and Kyra Poplaski (kpoplaski@segalco.com) at Segal.

Thank you for your partnership with PSERS in offering a voluntary group health benefits program to our retirees, their spouses and dependents. We look forward to receiving your 2026 application.

Thank you.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sonya M. Charlesworth", with a stylized flourish at the end.

Sonya M. Charlesworth
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