



/ Opportunities

Human Resources / General Services

HR Benefits Administration Services

The City of Charlotte is seeking a vendor to provide benefits system and administrative services to the City of Charlotte employees and retirees related to the benefits offered to City employees. The City currently offers a wide range of benefits, including medical, pharmaceutical, advocacy, dental, vision, medical clinic and wellness, long-term and short-term disability (LTD / STD), Life insurance, Employee Assistant Program, Retiree Health Reimbursement Account, and other voluntary benefits. The City's benefits administrator will provide system and support data management, compliance, account management, and communications related to health, wellness, and voluntary benefits.

Details

Posting Number 2025-Q3(Jul-Sep)-HR-18514
Anticipated Posting Date 2025-08-01
Commodity Code(s): 20851, 90903, 91806, 91840, 91866, 94807, 95258, 96102

Requirements

Last Updated: 02/26/26

Insurance Requirements

The City requires the awarded vendor(s) to obtain and maintain the following insurance coverage types:

- ☒ Automobile-For automobile operations liability
- ☒ General Liability-For bodily injury or property damage, arising from products, premises, completed work, personal & advertising injury
- ☒ Network Security-Network Security-for breaching of our network security
- ☒ Workers Compensation-For lost wages and medical expenses of injured workers

Estimated Total Value

The total project value is anticipated to be:



\$5,000,000 - 9,999,999

Contract Term

The term of the project is anticipated to be:



Multi-Year

For Questions, Contact:

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City Contact

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