

# Summary of Services



**BBP Admin**  
BENEFITS ADMINISTRATION  
COBRA, FLSA, FSA, HRA, HSA, TRANSIT

Our FSA and HRA platforms are directly linked to Ease. We can handle everything from basic FSA to complex HRA plans and everything in between. We also offer HSAs and Commuter Benefits plans - all on one Benefits Card! That's the BBP Ad(min)Vantage!



easyFSA  
easyHRA  
FSA Medical  
FSA Limited  
FSA DCAP  
HRA  
HSA  
Transit  
Parking  
Wellness

Automatically adjudicate debit card claims

Automatically file claims for employees.

Gives the employee a central repository to store all claims.

Gives the employees one system to view historical claims to make decisions for elections for upcoming years.



COBRA  
State  
Continuation

We keep you in compliance

We send you a monthly check for all premiums received during the month along with detailed monthly reports of all COBRA activity.

We take care of required notices, forms to participants, and communicate COBRA elections and terminations to plan carriers.



Compliance  
Services

ERISA Wrap Document

POP

HIPAA

5500

Comprehensive Compliance Package



The best part about this is it all links to the Ease product that you are already using! Just choose BBP and your information will be linked with the Ease dynamic system.

<b>Service</b>		<b>EIC21 Pricing</b>	<b>Annual</b>
<b>Pre-tax</b>	<b>PEPM</b>	<b>PEPM</b>	
Flexible Spending Account (FSA)	\$5/\$25 Min	\$3.50	\$350
Health Reimbursement Account (HRA)	\$5/\$25 Min	\$3.50	\$350
Medical Expense Reimbursement Plan (MERP)	\$5/\$25 Min	\$3.50	\$350
Health Savings Account (HSA)	\$2	\$1.40	\$50
Commuter Benefit Plan (Transit & Parking)	\$4/\$15 Min	\$2.80	\$250
Insurance Carrier Linkage easyFSA/HRA/MERP/HSA	\$1.25		
<b>COBRA &amp; FMLA</b>			
COBRA (Paying Monthly Invoices by ACH)	\$.75/\$5 Min		
FMLA / Leave Absence/ADA	\$0.75		
Full COBRA & FMLA Bundled Administration		\$1.00	
<b>Compliance</b>	Flat Pricing		
Premium Only Plan	\$100		PEPM
Stand-Alone Discrimination Testing	\$400		Per
ERISA Wrap Document	\$300		Per
ERISA Compliance Docs	\$150		Per
5500 Filing	\$300		Per
5500 Extension	\$100		Per
Summary Annual Report	\$100		Per
<b>Payroll</b>	PEPP		
Time & Attendance (Basic)	\$5/\$30 Min		+impl
Basic Payroll (Payroll not considered basic require analysis to quote)	\$4/\$50 Min		+impl
ACA Reporting ACA Printing	\$8 PE		\$250 - \$1000
Recruitment/Tax Credits	\$200		Monthly
HRIS – Onboarding, HR Tracking, Doc. Mgt., Benefit Enrollment	\$5		PEPM
Unemployment Compensation Management Background Check	\$1,000		Annual
Tax Credit Service	20%		Annual
<b>HR Services</b>			
Legal Consulting Professional Services	\$600		Annually
HR Consulting Hotline	\$250		Annually
Handbook Review	\$100		Annually
HR Website	\$150		Annually
Training Videos	\$600		Annually