

Summary of Services



BBP Admin
BENEFITS ADMINISTRATION
COBRA, FMLA, FSA, HRA, HSA, PAYROLL, TRANSIT
630 773 2337

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 link with the Ease dynamic system.

BBP Admin & Payroll Services

Cost

	PEPM	Annual
Flexible Spending Account (FSA) + Insurance Carrier Linkage	\$4	\$300
Health Reimbursement Account (HRA) + Insurance Carrier Linkage	\$4	\$300
Medical Expense Reimbursement Plan (MERP) + Insurance Carrier Linkage	\$4	\$300
Health Savings Account (HSA)	\$1	\$50
Commuter Benefit Plan (Transit & Parking)	\$4	\$300
Insurance Carrier Linkage easyFSA/HRA/MERP/HSA	\$1.25	\$0
	PEPM	
COBRA (Invoice payment by ACH)	0.75/\$10min	
COBRA (Invoice payemnt by check)	0.85/\$10 min	
COBRA Broker Fee (includes all groups)		\$150
FMLA / Leave of Absence / ADA	\$5	\$500
	Flat Pricing	
Premium Only Plan	\$150	Annual
Stand-Alone Discrimination Testing	\$200	Per
ERISA Wrap Document	\$250	Per
ERISA Compliance Docs	\$150	Per
5500 Filing	\$250	Per
5500 Extension	\$100	Per
	PEPP	
Time & Attendance (Basic)	\$5/\$30 min	+impl
Basic Payroll (Payroll not considered basic require analysis to quote)	\$4 / \$50 min	+impl
ACA Reporting	\$2	PEPM
ACA Printing	\$4/PE	Annual
Recruitment/Tax Credits	\$200	Monthly
HRIS – Onboarding, HR Tracking, Doc. Mgt., Benefit Enrollment	\$5	PEPM
Unemployment Compensation Management	\$1,000	Annual
Background Check	\$20-\$80	Per
Tax Credit Service (Service Charge)	20%	Annual
HR Services		
Legal Consulting Professional Services	\$600	Annually
HR Consulting Hotline	\$250	Annually
Handbook Review	\$100	Annually
HR Website	\$150	Annually
Training Videos	\$600	Annually
BBP Admin partnering with brokers to increase efficiency, reduce compliance errors, focus on growth, and provide exceptional customer service.		