



**CITY OF ROUND ROCK**

**RFP NO. 15-037**

**Employer Provided Group and Voluntary Benefits Plans**

**RFP No. 15-037**

**Addendum No. 1**

**Date: Thursday, July 16, 2015**

Addendum No. 1 – This addenda is in response to requests for additional information and questions submitted regarding RFP No. 15-037 for Employer Provided Group and Voluntary Benefits Plans as outlined below:

**Requests for Additional Information - The below requests for information are outlined as follows:**

Request No. 1: Please provide a complete census with DOB, DOH, Sex, Occupation, and Salary.

Response: Please refer to revised census posted as a separate attachment to the City website and State of Texas Comptroller of Public Accounts – Electronic State Business Daily.

Request No. 2: Provide additional plan design and contribution detail by plan.

Response: Please refer to the current City of Round Rock - 2015 Benefits Guide posted as a separate attachment to the City website and State of Texas Comptroller of Public Accounts – Electronic State Business Daily.

Request No 3: Please provide renewal detail for each of the plans.

Response: Renewals have not been received yet.

Request No. 4: Please provide invoices by product.

Response: Refer to prior census provided with employee payroll deductions by coverage.

Request No. 5: Please provide a Schedule of Benefits.

Response: Please refer to supporting plan design detail provided with the original RFP solicitation posting along with City of Round Rock - 2015 Benefits Guide posted as a separate attachment to the City website and State of Texas Comptroller of Public Accounts – Electronic State Business Daily.

Request No. 6: Please provide current rates for each product.

Response: Please refer to the City of Round Rock – 2015 Benefits Guide for voluntary plan rates. Basic Life \$0.104/\$1,000, Basic AD&D \$0.04/\$1,000.

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**Requests for Additional Information - (Continued):**

Request No. 7: Please provide the current schedule of benefits offered.

Response: Please refer to the City of Round Rock – 2015 Benefits Guide posted as a separate attachment to the City website and State of Texas Comptroller of Public Accounts – Electronic State Business Daily.

Request No. 8: Please provide claims and enrollment history (2 years if available).

Response: Not available at this time.

Request No. 9: Please provide large claims history (2 years if available).

Response: Not applicable. The City is not requesting stop loss insurance at this time.

Request No. 10: Please provide basic life experience – claims vs premiums paid.

Response: Please refer to Aetna report posted as a separate attachment to the City website and State of Texas Comptroller of Public Accounts – Electronic State Business Daily.

Request No. 11: Please provide booklets (certificates) for all lines of coverage.

Response: Please refer to the City of Round Rock – 2015 Benefits Guide posted as a separate attachment to the City website and State of Texas Comptroller of Public Accounts – Electronic State Business Daily.

Request No. 12: Please verify what commission levels all lines should be quote at.

Response: Basic life and AD&D should be quoted net commissions. Voluntary plans can include standard commission levels.

Request No. 13: Please provide the current STD and LTD rates.

Response: Please refer to the disability plan design, revised census, and financial information to quote the required products.

**Questions - The below referenced questions are outlined as follows:**

Question No. 1: Where are the employees located?

Answer: All employees are all located in Round Rock

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Questions – (Continued)

Question No. 2: What is the new hire waiting period?

Answer: Please refer to the City of Round Rock - 2015 Benefits Guide.

Question No. 3: Is hospital Indemnity currently provided?

Answer: No

Question No. 4: Would the City like a quote on stop loss insurance?

Answer: The City is not interested in stop loss quotes at this time.

Question No. 5: Would the City like a quote on a dental insurance?

Answer: The City is not interested in dental quotes at this time.

Question No. 6: Would the City like a quote on vision insurance plan?

Answer: The City is not interested in vision quotes at this time.

Question No. 7: Is a version of the RFP available in work format vs. the PDF provided?

Answer: No

Question No. 8: Where do we obtain the documents necessary to provide a response to RFP No. 15-037 for Employer Provided Group and Voluntary Benefits Plans?

Answer: Solicitation documents may be downloaded from the City's website or the State of Texas Comptroller of Public Accounts – Electronic State Business Daily (ESBD) at:

<http://www.roundrocktexas.gov/departments/purchasing/solicitations/purchasing-active-solicitations/>

[http://esbd.cpa.state.tx.us/bid\\_show.cfm?bidid=118703](http://esbd.cpa.state.tx.us/bid_show.cfm?bidid=118703)

Approved by: Michael Schurwon

Date: 07/16/15

Michael Schurwon, CTPM, CPPB  
Purchaser

By the signatures affixed below this addendum is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED:

Vendor

Authorized Signature

Date

NOTE: RETURN ONE COPY SIGNED COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY AUTOMATICALLY DISQUALIFY YOUR RESPONSE FROM CONSIDERATION FOR AWARD.