



Addendum Number 1

September 14, 2018

From: Procurement Department

Re: RFP for Stop Loss Insurance for Employee Health & Pharmacy Programs

Issue Date: 09/14/18

Due Date: 09/26/18

The following questions were asked regarding this RFP:

A. Do these apply to an insurance bid? We just have never seen these type of forms before so before I get legal involved in a review I wanted to make sure we were on the right track.

1. Fly America Requirements

49 U.S.C. 40118 (page 28)

2. Lobbying

31 U.S.C. 1352 form (page 13-14 of PDF)

3. No Government Obligation to Third Parties section (page 15)

4. Program Fraud and False or Fraudulent Statements (page 16)

5. Access to Records and Reports (page 17)

6. Federal Changes (p. 18) – asks if we comply with all Federal Transit Authority (FTA) rules

7. Incorporation of Federal Transit Administration (FTA) Terms (p. 22) – asking us to comply with all DOT regs

8. Clean Air (p. 25) – would this apply to an insurance carrier?

9. Clean Water requirements (p. 26) – would this apply?



10. Cargo Preference requirements (p. 27) – would cargo apply to this type of bid?
11. Energy Conservation Requirements (p. 30)
12. Recycled Products (p. 31)

Yes, they do apply since FTA funds touch operations dollars the Federal Government requires us to include them.

B. Must quotes be firm by the due date?

Yes

C. What do they mean by “non-medical eligible” employees?

Non-medical is corrected to non-Medicare in the RFP:

The current TPA is BCBSTN for medical and pharmacy. The current stop loss levels are \$135,000 specific with \$175,000 aggregating specific and 125% aggregate coverage. The plan covers pre-65 and non-medical eligible employees/retirees and those individuals including Cobra participants are covered under the plan’s stop loss protection.

D. On page 1 of the Request for Proposals under Purpose and Evaluation Method, it states “The City will determine whether a Proposer is responsible by evaluating...experience (as reflected by references and industry reputation)”. Can you expound upon what is required of this request? For references, please let us know the type of references the City is looking for, and how do we need to respond regarding industry reputation.

These are just criteria to determine if a vendor is a reputable carrier. Standard information about financial stability, service record/statistics/standard marketing materials that overview who you are is adequate. References like cities and counties would be appropriate.



E. On page 4 of the Request for Proposals, subsection 3 Contract Basis, the contract requested is 24/12 on the specific and aggregate coverage. Will we be penalized if we offer the Paid contracts as we would have had this been a normal renewal of ours?

The current vendor may respond on a paid basis as that is logical.

F. On page 4 of the Request for Proposals under Description of Organization, the city is requesting a copy of our Tennessee license. Which license is the City requesting – an individual license to sell in the state of Tennessee, or TM HCC's license to provide stop loss coverage in the state?

This is applicable to the insurance company's license to sell or do business in Tn would be appropriate.

G. On page 5, section 4, subsection 4.1 Procurement Process, the City is requesting one copy of our proposal as an electronic copy. How is this to be submitted (i.e. email, thumb drive, CD, etc.)?

Thumb drive or CD is fine.

H. General question regarding our standard firm quoting process. It is my assumption that the City wants a firm proposal with best and final rates and factors. Is this correct?

Correct

End of Addendum Number 1