



Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, Interim Director

Fulton County, GA

October 27, 2014

Re: 15RFP62986C-MT – Healthcare Benefits Consulting Services

Dear Bidders:

Attached is one (1) copy of **Addendum 1**, hereby made a part of the above referenced 15RFP62986C-MT – Healthcare Benefits Consulting Services.

Except as provided herein, all terms and conditions in the Bid referenced above remain unchanged and in full force and effect.

Sincerely,

Malcolm Tyson
Assistant Purchasing Agent

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This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

1. Section 3.3.2: Please confirm that there will be 4 RFPs created for health insurance – Medical, Dental, Vision and Pharmacy.
Response: Fulton County intends to evaluate and award the medical, pharmacy, dental and vision components of the RFP separately.
2. Section 3.3.3: Please confirm that the County will be scoring the technical responses to each RFP.
Response: The County will evaluate and score each of the four components of the RFP separately.
3. Section 3.3.7: Should we assume the periodic analysis of the plan costs and budget comparisons will be quarterly?
Response: Correct.
4. Section 5 – Local Preference: Will there be any points awarded to vendors who utilize subcontractors who are small businesses located in Fulton County?
Response: No. Points for local preference will be awarded in accordance to Section 3.4, Proposal Requirements, Section 5 – Local Preference.
5. Section 7 – Cost: Please confirm that the required submission is hourly rates by job classification only, noting that there is no requirement to estimate or include the number of hours nor the total expected cost of the contract.
Response: The County is requesting one lump sum price for the services describe in the RFP. An hourly price should be provided for additional services outside of the scope of work.
6. Section 7 - Cost: Please confirm that scoring on cost will be on the hourly rate average for the first year of the contract.
Response: The Cost proposal score will be based on the lump sum price.
7. Section 2.26 EXCEPTIONS TO THE COUNTY'S CONTRACT – Please verify that contract exceptions are to be included as a separate document from the technical response.
Response: Exceptions to contract terms or condition should be submitted as a separate document clearly marked "Exceptions" as a part of the technical proposal.
8. Will the County accept flash drives instead of CDs?
Response: Yes.
9. Please verify the County does not need any paper copies of the Technical Proposal but instead is only requesting five (5) media copies.
Response: The firm should provide one (1) original paper copy and five (5) media copies.

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10. Does the County need evidence insurance certificates during the proposal process?

Response: Yes.

11. What do you value most in a consultant?

Response: Quick response, availability, dependable, timely advice and assistance with requirements for compliance with state and federal laws.

12. What are your top priorities for the new consultant?

Response:

A. Evaluation of health offerings - we would like to develop a more robust Wellness Program and consider onsite or near site health clinics.

B. Assistance with RFP development for health, dental, vision & pharmacy for the 2015 plan year and technical assistance regarding vendor responses.

C. Assistance with contract review and preparation of recommendation to our Board of Commissioners.

D. Update to HIPAA Policies and Procedures and Privacy Notice so that we can be in compliance with statutory laws.

E. Assistance with Premium Rate Development for the 2016 plan year.

13. Are you currently working with a benefits consultant? How long have you worked with this firm?

Response: Yes. Since 2012 under the current contract.

14. Is there any particular reason why these services are out to bid?

Response: The current contract ends December 31, 2014.

15. Can you provide an estimate of the average annual billed fees/charges for these services in the past few years?

Response: The average annual billed fee is approximately \$102,667.

16. Which coverages are expected to be bid in the next three years? Is there a schedule for expected RFPs?

Response: Health, Dental, Vision & Pharmacy services will be requested for fiscal years 2016 through 2018.

ACKNOWLEDGEMENT OF ADDENDUM NO. 1.

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the **Bid** due date and time of **November 5, 2014 at 11:00 A.M.**

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This is to acknowledge receipt of Addendum No. 1, _____ day of _____,
20__.

Legal Name of Bidder

Signature of Authorized Representative

Title

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