



CITY OF SUFFOLK

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ADDENDUM NO. 4

City of Suffolk
RFP #15089-JS
April 17, 2015

Purchasing Division
442 Market Street, Room 1086
Suffolk, VA 23434-5237
Phone: (757) 514-7520 / Fax: (757) 514-7524
<http://www.suffolkva.us/purchasing>

The Request for Proposal (RFP) for Employee Benefits has been amended as follows:

The following questions and answers are incorporated in this RFP:

- Q1: A geo access report is requested in the Dental questionnaire. What parameters do you want us to use, ie; 2 generalist in 10 miles, 2 specialists in 10 miles? Should we include any zip codes from the Cobra/Retiree census?
- A1: The geo access report parameters should be 2 generalist in 10 miles, 2 specialists in 10 miles and should include the active census only.
- Q2: You requested DHMO providers on the provider disruption report, if the carrier offers this product. There was no request for a DHMO plan. Did you want us to provide a DHMO option; or was this to see if DHMO might be an alternative you may want us to quote later?
- A2: Currently the City does not offer a DHMO. The Dental Offeror may wish to include a DHMO plan alternative with their proposal, if this option is available in their portfolio of plan offerings. The City is always open to suggestions that allow choices for employee consideration. It will not hinder a proposal if a DHMO is not available.
- Q3: It is noted that on page 8 that pre-65 retirees are included in the stop loss coverage.
- A3: Correct.
- Q4: Is there a consultant who will be working on this project with the City? If so, who?
- A4: Yes, the City's consultant is USI Insurance Services LLC. Please be aware that all communication regarding this RFP must be directed to the City of Suffolk's Purchasing

Division. Any contact with the consultant or other City employees will result in disqualification of the proposal.

Q5: Are the terms of the NOWCare contract such that it could be terminated on or about 1/1/16 so that if we were awarded the medical business we could take over the on-site biometric testing?

A5: Yes; however the City would have to evaluate whether that is in the best interest of the City.

Offerors are to submit one (1) printed original and six (6) printed copies and two (2) electronic versions of their proposal. CD or flashdrives are acceptable for the electronic versions of the proposal.

Proposals sent by email or fax will not be accepted.

Contract Officer:


Jay Smigielski, Purchasing Agent.

If you have any questions regarding this Addendum, please contact Jay Smigielski, Purchasing Agent, at jsmigielski@suffolkva.us It is the Offeror's responsibility to ensure they have read all addendums and incorporated them in their proposal.