



# CITY OF SUFFOLK

P.O. BOX 1858, SUFFOLK, VA, 23439-1858, T: (757) 514-7520; FAX (757) 514-7524

## ADDENDUM NO. 7

City of Suffolk  
RFP #20065-JS  
February 28, 2020

Purchasing Division  
442 W. Washington Street, Room 1086  
Suffolk, VA 23434-5237  
Phone: (757) 514-7520 / Fax: (757) 514-7524

The Request for Proposal (RFP) for Employee Benefits – Ancillary Coverage has been amended.

The following questions and answers are incorporated in the RFP:

Q1: Offeror should include a requirement that it cannot refer service users to inpatient facilities that are in any way connected to the provider's organization. Can you please provide further clarification/example on what you are looking for in this question?

A1: Should the EAP need to refer an employee to another medical provider or facility, whenever possible employees should be referred to a provider or facility that participates in the employee's health insurance network, versus a provider or facility that is connected to the EAP that is not participating in that network.


Q2: Offeror will state client populations and/or problems categories it would have to refer to other facilities. Can you please provide further clarification/example on what you are looking for in this question?

Q2: Based on the geographic locations of employees, if there are any areas where the EAP is unable to provide direct service to those employees, please advise if you contract with outside providers or facilities to ensure that all employees have sufficient access to utilize the EAP.

Please note that one original and six copies and two electronic copies are required for submission.

All other information remains unchanged.

Contract Officer:

  
Jay Smigielski, Purchasing Agent, CPPO

If you have any questions regarding this Addendum, please contact Jay Smigielski, Purchasing Agent at [jsmigielski@suffolkva.us](mailto:jsmigielski@suffolkva.us)

It is the responsibility of the offeror to ensure that they have read and met the specifications of all addendums in their proposal.