

ADDENDUM ONE

(please sign and return with the submittal)

CHANGES

Change 1 – Remove and Replace pages 72 – 75 of the RFP, EXHIBIT B – FEE SCHEDULE, with REVISED EXHIBIT B – FEE SCHEDULE listed in this addendum.

QUESTIONS AND ANSWERS:

Note: Spelling, grammar, and punctuation of the questions are shown exactly as submitted by the potential respondents.

No.	Question	Answer
1.	Is it the intent to award both contracts to the same firm? Can a firm bid on one of the two contracts only?	See RFP Section 1. Instructions 1.1 Introduction, 1.1.1 Summary and 1.26 Contract Award.
2.	With regard to background screenings, if our company screens during the initial employment, will this be sufficient?	See RFP Section 2. Agreement, 2.8.23 Background Screening, item B.
3.	Within the past year, how often has the current consultant been on site at the city? Is that the norm or expectations from the City moving forward?	Approximately, no more than twice in the past year. Yet to be determined.
4.	All of the information in Exhibit D is in addition to the Questionnaire?	Yes.
5.	Please confirm and specifically clarify that the City will accept reasonable limits on liability and indemnification language within your contract.	See RFP Section 1. Instructions, 1.8 Exceptions
6.	Please confirm that the City will agree to mutual indemnification, including agreeing to a capped limit of liability and limits of liability are not and will not be unlimited.	See RFP Section 1. Instructions, 1.8 Exceptions
7.	What is driving the timing of issuing an RFP at this time?	The City of Phoenix conducts competitive procurement processes for the procurement of goods and services in accordance with Phoenix City Code, Chapter 43 – Procurement, generally on a five-year cycle
8.	What is the current tenure of the incumbent benefit consultant?	See the City's Public Records website: https://www.phoenix.gov/cityclerk/services/public-records-search Vendor: Foster & Foster Agreement #: 153644 and 154877 Vendor: Segal Company Agreement #: 157693
9.	How is the current benefit consultant compensated? i.e. insurance carrier	See response to question #8.

	commissions, direct fee billed, combination of both direct fee and commissions?	
10.	What are the top 3 issues/challenges the City is currently facing and anticipates facing in the next three (3) years?	Question is too broad as it relates to this solicitation.
11.	What are the top 3 employee benefit program objectives/goals of the City?	The City considers these the top three objectives in no particular order: 1) Cost containment, 2) Compliance, and 3) Sustainable, quality benefits.
12.	What communication resources does the incumbent benefit consultant provide for open enrollment (print, digital, mobile app, social media, video, etc.)? Please confirm if the benefit consultant pays for these communication resources with insurance carrier commissions or does the City budget for these on their own?	See RFP, Exhibit A – Scope of Work, Section 1. Introduction, paragraph 3, J. No, the benefit consultant does not pay for the print production or mailing.
13.	What employee engagement strategies does the City utilize to educate and inform the workforce about effective use of the benefits program?	Annual, multiple, live, hosted, open enrollment webinars. Recorded webinars, and a resource library.
14.	What resources does the City use for employee benefit benchmarking?	See RFP, Exhibit A – Scope of Work, 3.1 Scope of Services – Deliverables, Item E.
15.	When was the most recent claims administration audit performed, both medical and pharmacy? How often is this performed?	2023. Annually (External)
16.	Do you currently have a patient advocate? If so, who is the provider and does the City budget for this on their own?	Not applicable.
17.	Could you break down the # of benefit eligible employees?	This information is not available.
18.	Does prefer a type of pricing structure regarding the scope of work? Such as Annual fee? Commissions + Fees (not to include contingencies)? Per Employee Per Month Fee?	See RFP, Exhibit A – Scope of Work, Section 1. Introduction, paragraph 2.
19.	As respects the bonding requirements on page 14, we are not of the belief our services qualify for bonding requirements. Our evidence of appropriate insurance limits and types is appropriate for the professional services provided. Can you please provide clarification on this section?	See RFP Section 1. Instructions, 1.8 Exceptions
20.	We are requesting an extension until January 8, 2025.	An extension is not available.
21.	Will the City consider separate bids for Benefits Consulting, Actuarial Services, and Employee Pharmacy Benefit Management Consulting Services?	No.
22.	Does the current consultant track hours or time commitment? If yes, please provide.	Question is too broad as it relates to this solicitation.
23.	Please provide the current consultant Fee Schedule.	See response to question #8.

24.	How many hours a year does the current consultant devote to the Solicitation Services requested in the Fee Schedule? Please provide a breakdown of hours / calls / meetings for the most recent five solicitations performed.	This information is not available.
25.	Does the incumbent vendor complete the analysis for the Virta company each year? Please describe that process and time commitment. 2024 - https://www.phoenix.gov/cityclerk/site/PublicMeetings/240222001R.pdf 2023 - https://www.phoenix.gov/cityclerk/site/PublicMeetings/230126006R.pdf	See response to question #8. The City is unable to answer the second question as processes are specific to the Consultant.
26.	<ol style="list-style-type: none"> How much assistance does the current consultant provide regarding stop loss reimbursements? Are all appeals and data requests managed by a consultant? If the current consultant tracks hours to provide this service, please share this information. 	<ol style="list-style-type: none"> The City does not track how much assistance the current consultant provide regarding stop loss reimbursements. The question is too vague. This is not a deliverable that the City pays for on an hourly basis.
27.	How will unscheduled RFPs be handled?	See RFP, Section 2 Agreement, 2.7.8 Contract Changes and Exhibit B – Fee Schedule, Hourly Rates for Work Outside of Exhibit A, Scope of Services and Solicitation Services.
28.	Without an understanding of the reports provided to all the various committees and task forces, determining an All-Inclusive Fixed Price is difficult. Would you please provide all reports and presentations the current consultant has presented since inception that relate to all Solicitation Services requested?	For sample reports, please visit the City Clerk public meetings link: https://www.phoenix.gov/cityclerk/publicmeetings
29.	How many meetings occurred in 2022 - 2024 for the following: <ul style="list-style-type: none"> Committee/Board Health Task Force Health Care Trust Compliance Calls Weekly Agenda Finance City Manager Open Enrollment Strategy Vendor Calls with City 	The Health Care Trust shall meet at least four times per year, or more frequently as the Chairperson of the Board deems necessary, or upon request of the City Manager. Please visit: https://www.phoenix.gov/cityclerk/publicmeetings For all other items listed, too vague, ambiguous and overbroad.

	<ul style="list-style-type: none"> • Stop Loss Management • Open Enrollment Guide 	
--	---	--

30.	<p>How many hours did the current consultant devote in 2022 - 2024 for the following:</p> <ul style="list-style-type: none"> • Committee/Board • Health Task Force • Health Care Trust • Compliance Calls • Weekly Agenda • Finance • City Manager • Open Enrollment Strategy • Vendor Calls with City • Stop Loss Management • Open Enrollment Guide 	<p>This is not a deliverable that the City pays for on an hourly basis.</p>
31.	<p>Does this RFP request unlimited actuarial services? Could the City request any actuarial study related to health, benefits, or trust?</p>	<p>See RFP, Exhibit A Scope of Work.</p>
32.	<ol style="list-style-type: none"> Please describe the Open Enrollment guide development process. Does City consultant manage all aspects of the design and production process? What software is used and expected moving forward? How many meetings/edits are required to finalize? 	<ol style="list-style-type: none"> Collaboration between the Consultant and City; discuss structure, data, content, organization, and graphics. See RFP, Exhibit A Scope of Work The Consultant through City approval applies updates, designs to draft benefit guides. Open Enrollment drafts guides provided through MS Word redline versions. To be determined.
33.	<ol style="list-style-type: none"> What is the City's strategy as it relates to employee wellness? What initiatives must the consultant support that are already in place, ongoing, or planned in the future? 	<p>The City is always looking for opportunities to improve benefits and employee health. The City offers a number of wellness programs and initiatives to include, but not limited to annual mammograms and prostate screenings, onsite vision exams and dental screenings.</p>
34.	<p>What are the COBRA rates?</p>	<p>The COBRA Rates can be found at: COBRA 2025 Rates.pdf</p>
35.	<ol style="list-style-type: none"> How many Open Enrollment meetings is the consultant expected to attend? Do employees receive a call back guarantee when enrolling in voluntary benefits? 	<ol style="list-style-type: none"> Too vague and too broad. Not applicable
36.	<ol style="list-style-type: none"> How many team members are expected to attend each meeting? How many weekly agenda calls have occurred since the current consultant was hired? 	<ol style="list-style-type: none"> Too vague and too broad. Too vague and too broad.

37.	Does the City anticipate any onsite clinic consulting services? Should we include a medical director and/or clinician in our proposal?	No.
38.	Please let us know if future meetings will be virtual or in-person, and what percentage will be in-person?	See RFP, Exhibit A – Scope of Work.
39.	<p>a. What compliance work is anticipated in the future and has the current consultant completed a Mental Health Parity / Addiction Study?</p> <p>b. How many compliance calls occur each year?</p>	<p>a. Compliance work yet to be determined.</p> <p>b. Too vague and too broad.</p>
40.	Please describe the data warehouse services requested and any reports that have been produced. How are data feeds sent/received? How is quality control performed?	No data warehouse services. Data feeds established between vendor and consultant.
41.	How will points be allocated in terms of cost? There are 300 points available and how will they be assigned based on our financial quote?	The Procurement Officer will review the Fee Schedules that are submitted and calculate the score using the following formula: (Lowest Cost Submitted/Vendor's Cost Submitted) * (300 points). Proposals with the lowest cost will receive the maximum points.
42.	<p>Please describe any special pharmacy consulting or analytics projects that the city has requested from their current consultant over the last 3 years.</p> <p>Approximately how many hours did it take to perform those analytics?</p>	<p>No special pharmacy consulting or analytics projects outside the Scope of Work. The contract that can be found at https://www.phoenix.gov/cityclerk/services/public-records-search.</p> <p>This is not a deliverable that the City pays for on an hourly basis.</p>
43.	Describe the scheduled reporting provided from the consultant to the city.	Scheduled reporting has included, but not limited to IBNR, PCORI, Assumption Modeling, Rate Setting Modeling, and Quarterly, bi-annually, annual Reporting. See RFP, Exhibit A – Scope of Work.
44.	Identify all meetings where pharmacy consultants attended (live or remote) during each of the last 3 years (weekly touch base, vendor management, task force...). How many hours on an annual basis are involved?	Exact number unknown.
45.	Provide details on the PBM contract monitoring service provided to the city.	Too broad and too vague.
46.	Can you describe how much time the consultant spent on the PBM RFP for the City including preparation, approvals, distribution, data collection, analysis, decision including BAFO rounds and contract review until signature.	This is not a deliverable that the City pays for on an hourly basis.

47.	How often is a PBM market check performed for the City of Phoenix?	See response to question #8.
48.	Are special projects and research such as when a consultant meets with vendors that can provide additional cost cutting pharmacy services included within the retainer or billed separately? How many hours annually on average does this involve?	See response to question #8.
49.	How many hours does the city require for special reporting and communication outreaches associated with formulary or plan changes?	This is not a deliverable that the City pays for on an hourly basis.
50.	Describe the responsibility and time commitment of the consultant to create custom communication pieces upon request from healthcare task force or benefits personnel?	This is not a deliverable that the City pays for on an hourly basis.
51.	How many meetings are there on an annual basis that the pharmacy consultant must attend?	See RFP, Exhibit A – Scope of Work.
52.	Please share the current fee schedule for the current scope of work and confirm if the requested scope of work differs from the current scope. Please include the full breakdown of current fees in a calendar year.	See response to question #8.
53.	Please provide the most recent renewal and marketing report to help us understand the financials presented and the level of detail provided in the report.	Too vague and too broad.
54.	<p>Exhibit A – Scope of Work, Section 1 Introduction</p> <p>B: Beyond IBNR reserve calculations, please describe any additional “accrued liability valuations” that are expected.</p> <p>J: Will the City require hard copy of Open Enrollment communications materials and/or home mailings? Should Offeror include these costs in pricing, or will City accept “pass-through pricing” for these services as needed?</p>	<p>Paragraph B: None other known, at this time.</p> <p>Paragraph J: No.</p>
55.	<p>Exhibit A – Scope of Work, Section 3 Employee Benefits Consulting and Actuarial Services</p> <p>N: Does the City currently utilize a claims data warehouse or will utilization reports for analysis come from the carriers? If data in data warehouse, will Contractor have access to the reporting?</p> <p>II: Does the City expect the Contractor to conduct claims audits or support the City’s selection and oversight of a third-party vendor to conduct claims audits?</p> <p>JJ: Please describe the actuarial functions needed as it relates to GASB?</p>	<p>Paragraph N: Data feeds will come from contracted carriers.</p> <p>Paragraph II: Yes. See RFP, Exhibit A – Scope of Work</p> <p>Paragraph JJ: See RFP, Exhibit A – Scope of Work, item K.</p>

56.	<p>Exhibit A – Scope of Work, Section 3.2 Service Requirements</p> <p>C: If Offeror is billing for services on a fixed fee basis, will detailed staff time reporting be required with invoicing?</p> <p>I: Is the City utilizing a Marketplace for Medicare retiree programs? Is a third-party vendor involved in managing this program and providing Medicare retirees with enrollment support?</p>	<p>Paragraph C: No, detailed staff time reporting for fixed fees is not required.</p> <p>Paragraph I: No, the City is not utilizing a Marketplace for Medicare retiree programs. The City offers a Medicare billing program for eligible retirees. The contract that can be found at the City Clerk: https://www.phoenix.gov/cityclerk/services/public-records-search</p>
57.	<p>Exhibit B – Fee Schedule</p> <p>Is the City open to the Offeror including the pricing for the various vendor solicitations as part of the all-inclusive pricing?</p> <p>Confirm the City will award all vendor solicitation projects to the Consultant performing the Benefits Consulting and Actuarial services.</p>	<p>Offeror should complete Exhibit B – Fee Schedule, to include the second table for Solicitation Services, as listed.</p> <p>Yes.</p>
58.	<p>Please provide the hours and annual fee budget associated with work performed by the incumbent for years 2023 and 2022.</p>	<p>See response to question #8.</p>
59.	<p>Why are the services going out to bid?</p>	<p>See response to question #7.</p>
60.	<p>Are there any improvements in current services that the City is aiming to address with this RFP? Please describe those improvements.</p>	<p>See response to question #7.</p>
61.	<p>Can you share a copy of the most recent Health Care Task Force report prepared by the current consultant that was presented?</p>	<p>Not available.</p>
62.	<p>Regarding the onsite clinic,</p> <ol style="list-style-type: none"> Is the Employee Health Clinic only for City of Phoenix employees, or are there other groups that have access to the Employee Health Clinic? What is the approximate funding budget for the clinic to include providers, management and physical supplies/facilities? Is there an outside vendor who operates the clinic? 	<ol style="list-style-type: none"> The City offers employees' access to an Employee Health Clinic. The facility is open to other groups. See response to question #8. Yes.
63.	<p>Can you provide more detail on the rubrics that will be applied to evaluate the three criteria, including</p> <ol style="list-style-type: none"> Qualifications, Experience and References. Please indicate the weight of formula applied for each area. 	<p>See RFP Exhibit D, Submittal Instructions and Evaluation Requirements for Evaluation Criteria 1 and Criteria 2. See response to Question 41 for Evaluation Criteria 3 (Pricing).</p>

	b. Method of Approach c. Pricing	
--	-------------------------------------	--

64.	In the criteria for evaluating the proposals, how will the 300 points for Pricing be allocated when comparing bids from the competing vendors? What formula will be used to determine the amount of points allocated to a consultant submission for this RFP?	See response to question #41.
65.	For the scope of services under 3.1B, please provide a copy of the same report that started the current agreement with the incumbent. Also, please confirm the date expected that data and information will be shared related to the commitment of the report within 45 days of the contract start.	This specific deliverable was not required in the current contract.
66.	For the scope of services under 3.1G, please confirm the number of meetings to include for the two professionals to attend. For future years, what is expected in terms of the proportion of meetings in person or virtual?	The Health Care Trust Board shall meet at least four times per year, or more frequently as the Chairperson of the Board deems necessary, or upon request of the City Manager. Visit: Details - Boards and Commissions. For the Health Care Task Force meetings, refer to Exhibit A – Scope of Work. Unknown at this time.
67.	For the scope of services under 3.1L, please provide a copy of the said presentation delivered by March 1, 2024.	Visit the City Clerk public meetings link: https://www.phoenix.gov/cityclerk/publicmeetings .
68.	For the scope of services under 3.1Q and R, please provide a schedule of the upcoming renewals by line of coverage/carrier.	See response to question #8.
69.	For the scope of services under 3.1Q and R, please indicate by line of coverage when the last full RFP or RFI was conducted and whether the City has plans and suggested dates to conduct a market check on any particular line of coverage during the contract period.	The last solicitation issued was RFP 24-0435 for COBRA Administration Services. No, the City does not intend to conduct a market check at this time.
70.	For the scope of services under 3.1Q and R, please indicate how the fee quote process will work for such non-recurring work. Please confirm whether we are to include fee quotes in 2025 dollars for conducting full RFP versus RFI in our proposal.	Non-recurring work relative to solicitation services may be handled through the contract amendment process. See RFP Section 2. Agreement, 2.7 Standard Terms and Conditions, item 2.7.8 Contract Changes.

71.	<p>With respect to procurement services to evaluate administration, please provide details on the following:</p> <ul style="list-style-type: none"> a. ACA Administrative Services – Please confirm if this relates to generation of 1095 and 1094 submissions. Please describe any other ACA services to consider. b. Data warehouse – <ul style="list-style-type: none"> i. Please confirm the current platform and vendor ii. Please confirm the estimated number of users and their roles iii. How often is the data currently updated? Monthly? Quarterly? Daily? iv. Please confirm that the data warehouse includes Medical/Rx/Dental/Vision/labs/clinic and other? c. For those administration services that have a “TBD” for the timing, please confirm that the work will be done during the term of the agreement by the responding actuarial/benefits consulting firm. 	<ul style="list-style-type: none"> a. Confirmed. b. No current data warehouse. c. Yes, if the City proceeds with the solicitation(s).
72.	<p>For Exhibit B, please confirm whether or not the Solicitation Fees are to be included in the fees in the first table. If included, for those with TBD date, does the City prefer for us to assume that the work is conducted in a given year? For example, we could assume that those with TBD are completed in year 2027?</p>	<p>No. The solicitation fees should be listed in the second table, named Solicitation Services.</p>
73.	<p>For Exhibit B, under Pharmacy Benefits Management, please clarify what is meant by “Fee must be listed separately and combined”.</p>	<p>Please refer to the updated EXHIBIT B – FEE SCHEDULE in this addendum.</p>
74.	<p>For the HIPAA training, how many attendees generally are there?</p>	<p>The number of attendees has yet to be identified.</p>
75.	<ul style="list-style-type: none"> a. For the retiree marketplace training, how many attendees on average and do the attendees have the ability to ask questions at each session? b. Please confirm that these are in English. 	<ul style="list-style-type: none"> a. The number of attendees is not known. However attendees, will have the ability to ask questions. b. Confirmed.
76.	<p>For the performance guarantees, please describe the formula or metrics used to determine 99.9% accuracy and whether this</p>	<p>All encompassing; computational, verbiage, formatting, etc.</p>

	relates to computational, verbiage, formatting or other determinations.	
77.	For the performance guarantees, please share current performance guarantees in place.	See response to question #8.

78.	Was the Pre-Proposal Meeting recorded, and if so, may we receive a link to the recording?	No, the Pre-Proposal meeting was not recorded. The presentation from the meeting has been provided on the City's solicitation's web page.
79.	In order for us to more clearly understand the labor requirements of the project and provide our most competitive pricing proposal, are you able to provide the total billed hours worked and/or total amounts paid to the consulting benefits broker over each of the last three years?	See response to Question #77.
80.	The background information indicates HCTF and HCBTB meetings are standardly held virtually. Can you please advise on approximately how many meetings in a given year will warrant in-person attendance?	See response to question #3.
81.	Please confirm that page 73 (within Exhibit B) "Solicitation Services" is requesting any additional fees to be charged by consulting for facilitating requests for proposals or requests for quotation and/or requests for information as discussed throughout the scope of services and at the cadence described in section 3.1. bullet S.	Yes. The solicitation fees should be listed in the second table, named Solicitation Services.
82.	The chart of solicitations in Scope of Services Section 3.1 bullet S (pdf pages 58-59) indicates a potential solicitation for Data Warehouse. Does the City currently have an agreement with a data warehouse, or would that be pursuing a new service? If the City currently has a data warehouse vendor, please advise who that vendor is and confirm consultant would be granted access to utilize for data analytics.	No, the City does not currently have an agreement with a data warehouse.
83.	The RFP states in a couple of places that "firm fixed pricing" is preferred, however there are sections (3.2 bullet C and Exhibit B) that indicate tracking of billable hours. While hourly rates are fixed, the resulting aggregate spend will vary. <ol style="list-style-type: none"> a. Is it the City's preference to have billable hours or would a single all-in annual fee be allowable as an alternative? b. If allowed and/or desired, would the City still require Section 3.2 Bullet C requiring hours be invoiced and approved monthly? 	<ol style="list-style-type: none"> a. Single annual fixed fee inclusive of all consulting and actuarial services included in Exhibit A, Scope of Work. b. Hourly billable rates for work outside of Exhibit A, Scope of Work and Solicitation Services.

84.	Exhibit D Submittal Instructions seems to indicate including Attachment 1 as a part of “Section 2 – Cover Letter” and then again in Section 4 it states, “In addition to these requirements, please complete the RFP Questionnaire (Attachment 1)”. Section 8 is then listed as being “Attachment 1 - RFP Questionnaire” please confirm if Attachment 1 should be included with Cover Letter in Section, in Section 4, or solely included in our response as Section 8.	Complete the Questionnaire (submit it in Excel and PDF) and include it as your response to Section 8.
85.	Attachment 1 – RFP Questionnaire includes questions that are repetitive in concept or substance to submittal prompts in Section 4- Qualifications, Experience & References and Section 5- Method of Approach of the submission requirements. Further, the substance of some of the prompts in Attachment 1 often requires more than the 1500-character limit to be adequately addressed. Is it the City’s desire that respondents address all of Section 4/5 as well as all of the questionnaire? If so, is the intent that Section 4/5 provided added detail/context while Questionnaire is more abbreviated to fit within the character limit? Just further clarification on how to thoroughly, yet concisely respond to the RFP while meeting your intent would be appreciated	Complete the Questionnaire while adhering to the 1500-character limit. The intent is to receive an abbreviated response in the Questionnaire. The Proposer should provide greater detail and context in their proposal, especially in section 4 (Qualifications, Experience and References) and section 5 (Method of Approach).
86.	Are sections 2.10.4 Automobile Liability and 2.10.5 Worker's Compensation and Employer's Liability applicable to the resulting contract as we are providing only professional services and will not be utilizing (nor do we own) any vehicles or performing physical labor?	Yes, these are applicable to the resultant contract. Please also refer to RFP Section 1. Instructions, 1.8 Exceptions.
87.	Please provide recent copies of reports provided by the current consultant, such as annual stewardship report, MHPAEA comparative analysis report, audit reports, OPEB valuation report under GASB74/75, financial projections, etc.	See response to question #8.

88.	Are there any specific communications challenges with the City's diverse and distributed workforce that should be considered? (3.2 A in Scope of Services)	Challenges involve a diverse, distributed workforce, i.e. office, field, varying shifts, demographics, etc.
89.	PBM Questions Are any PBM services outsourced to 3rd party vendors (i.e., Diabetes management, Copay assistance programs, PA/Formulary management, etc..)	See response to question #8.
90.	PBM Questions What is the PBM contract year?	See response to question #8.
91.	PBM Questions Are there more detailed examples of the ongoing reporting and written reports being asked for in sections 4.1.C, 4.1.D, and 4.1.E?	See response to question #8.
92.	Pharmacy Audit Questions When was the last audit conducted? What was the outcome and was there any specific concern?	2023. Visit the City Clerk public meetings link: https://www.phoenix.gov/cityclerk/publicmeetings .
93.	Pharmacy Audit Questions What type of audit? Financial, Benefit Administration, Clinical Utilization, pre or post implementation, or Manufacturer Rebate Audit?	A trust audit performed through the Finance Department by an external auditor.
94.	Pharmacy Audit Questions Are there any audit restrictions with the City's vendor(s) that would limit sample size, scope dates, or methodology for the audit?	See response to question #8.
95.	Pharmacy Audit Questions How frequently are audits conducted (i.e., annually, biannually)	Trust audits are conducted annually.
96.	Pharmacy Audit Questions What's your estimated annual drug claim spend?	Visit the City Clerk public meetings link: https://www.phoenix.gov/cityclerk/publicmeetings .
97.	Medical Claims Audit Questions When was the last audit conducted? What was the outcome and was there any specific concern?	See response to question #92.
98.	Medical Claims Audit Questions What type of audit? Financial, Benefit Administration, Clinical Utilization, pre or post implementation?	See response to question #93.
99.	Medical Claims Audit Questions Are there any audit restrictions with the City's vendor(s) that would limit sample size, scope dates, or methodology for the audit?	See response to question #94.
100.	Medical Claims Audit Questions How frequently are audits conducted (i.e., annually, biannually)	See response to question #95.
101.	Medical Claims Audit Questions	The City does not have a schedule.

	For all audits – does the City have a schedule that needs to be considered in proposing a retainer?	
--	---	--

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by signing below and returning the entire addendum with the bid or proposal submittal.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____

REVISED EXHIBIT B - FEE SCHEDULE

Most Favored Nations: If the Contractor enters (or has previously entered) any written agreement that has the effect of establishing Fee Schedule benefitting another Client with a similarly sized and risked employee pool in a manner more favorable in any material respect to Fee Schedule set forth herein, the Contractor shall furnish to the City as soon as reasonably practicable, a compendium containing the more favorable Fee Schedule (an "Election Notice"). The City may elect to receive the more favorable Fee Schedule set forth in such Election Notice that are reasonably applicable to the City upon written notice to the Contractor within thirty (30) days of receipt of a copy of such Election Notice.

All-Inclusive Pricing

Pricing shall be all-inclusive, including any ancillary fees and cost required to accomplish all solicitation services and all aspects of the required services for each solicitation listed below and as detailed in Exhibit A, Scope of Work. Details of services not explicitly stated in the Scope of Work, but necessarily a part of the required services are deemed to be understood by Contractor and shall be included herein.

All administrative, reporting, or other requirements, all overhead costs, profit, and any other costs toward the accomplishment of the requirements in the Contract shall be included in the pricing listed in the table below. Re-solicitation fee may apply if the re-solicitation is due to not fault of the Contractor. The Solicitation pricing includes implementation support (i.e., reviewing vendor implementation timeline(s), holding vendors accountable for meeting deadlines and participation in the day-to-day execution of implementation).

The rates and fees listed in the table below, shall be guaranteed for five years, from November 1, 2025, through October 31, 2030.

The City shall have the right to terminate without penalty if the pricing terms are not industry competitive.

Fee Schedule, Guarantees Plan Year 2025-2030

BENEFITS MANAGEMENT CONSULTANT AND ACTUARIAL SERVICES FEE SCHEDULE						
Fixed fee schedule is inclusive of all consulting and actuarial services included in Exhibit A, Scope of Work.						
	2025 (Nov-Dec)	2026	2027	2028	2029	2030
Benefits Consulting Services and Actuarial Services	\$	\$	\$	\$	\$	\$

SOLICITATION SERVICES	ALL-INCLUSIVE FIXED PRICE
AFFORDABLE ACT ADMINISTRATION (ACA) SERVICES	\$
EMPLOYEE MEDICAL PLANS ADMINISTRATION SERVICES	\$
EMPLOYEE AND RETIREE DENTAL PLANS ADMINISTRATION SERVICES	\$
EMPLOYEE AND RETIREE VISION PLANS ADMINISTRATION SERVICES	\$
EMPLOYEE HEALTHCARE CLINIC SERVICES	\$
EMPLOYEE GROUP LIFE INSURANCE (Including OCC AD&D and Voluntary Optional)	\$
EMPLOYEE FLEXIBLE SPENDING ACCOUNT (FSA) ADMINISTRATION SERVICES	\$
COBRA ADMINISTRATION SERVICES	\$
EMPLOYEE PHARMACY BENEFIT MANAGEMENT ADMINISTRATION SERVICES	\$
EMPLOYEE ASSISTANCE PROGRAM (INCLUDING ELDER SERVICES, SAP, ARS 38-673)	\$
EMPLOYEE AND RETIREE LEGAL PLAN SERVICES	\$
BROKER OF RECORD – MEDICARE SUPPLEMENTAL AND PHARMACY PART D	\$
MEDICARE BILLING AGREEMENT SERVICES	\$
HEALTH SAVINGS ACCOUNT (HSA) ADMINISTRATION SERVICES	\$
EMPLOYEE AND RETIREE PET INSURANCE	\$
EMPLOYEE AND RETIREE GYM MEMBERSHIP DISCOUNT	\$
WELLNESS PLATFORM ADMINISTRATION SERVICES	\$
MEDICAL/RX STOP LOSS (EXCLUDING RENEWALS)	\$

EMPLOYEE BENEFITS CONSULTANT SERVICES

HOURLY RATES FOR WORK OUTSIDE OF EXHIBIT A, SCOPE OF SERVICES AND SOLICITATION SERVICES

Fixed fee schedule is inclusive of all consulting and actuarial services included in Exhibit A, Scope of Work.

	2025 (Nov-Dec)	2026	2027	2028	2029	2030
Senior Consultant	\$	\$	\$	\$	\$	\$
Consultant	\$	\$	\$	\$	\$	\$
Other*	\$	\$	\$	\$	\$	\$
Other*	\$	\$	\$	\$	\$	\$

* Please add other classifications not listed above.

EMPLOYEE BENEFITS ACTUARIAL SERVICES

HOURLY RATES FOR WORK OUTSIDE OF EXHIBIT A, SCOPE OF SERVICES AND SOLICITATION SERVICES

Fixed fee schedule is inclusive of all consulting and actuarial services included in Exhibit A, Scope of Work.

	2025 (Nov-Dec)	2026	2027	2028	2029	2030
Senior Actuary	\$	\$	\$	\$	\$	\$
Actuary	\$	\$	\$	\$	\$	\$
Other*	\$	\$	\$	\$	\$	\$
Other*	\$	\$	\$	\$	\$	\$

* Please add other classifications not listed above.

PHARMACY BENEFITS MANAGEMENT CONSULTING SERVICES					
ALL SERVICES LISTED IN EXHIBIT A, SCOPE OF WORK (EXCEPT FOR SOLICITATION SERVICES PRICED SEPARATELY) ARE EXPECTED TO BE INCLUDED IN THE FEE SCHEDULE					
	2026 (May – Dec)	2027	2028	2029	2030 (Jan-Oct)
Pharmacy Benefits Consulting Services	\$	\$	\$	\$	\$

PHARMACY BENEFITS MANAGEMENT CONSULTING SERVICES					
HOURLY RATES FOR APPROVED ADHOC WORK OUTSIDE OF EXHIBIT A, SCOPE OF SERVICES AND SOLICITATION SERVICES					
	2026 (May – Dec)	2027	2028	2029	2030 (Jan-Oct)
Senior Consultant	\$	\$	\$	\$	\$
Consultant	\$	\$	\$	\$	\$
Other*	\$	\$	\$	\$	\$
Other*	\$	\$	\$	\$	\$

* Please add other classifications not listed above.